

**DEVELOPMENT REVIEW COMMITTEE**

**Tuesday, April 22, 2025**

**MEETING MINUTES**

The Monroe County Development Review Committee conducted a virtual meeting on **Tuesday, April 22, 2025**, beginning at 1:00 p.m. via Communications Media Technology (CMT).

**CALL TO ORDER** by Devin Tolpin at 1:00 p.m.

**ROLL CALL** by Debra Roberts

**DRC MEMBERS PRESENT**

Devin Tolpin, Senior Director of Planning and Environmental Resources  
Mike Roberts, Assistant Director, Environmental Resources  
Cheryl Cioffari, Assistant Director of Planning  
Rey Ortiz, Assistant Building Official  
Craig Marston, Fire Marshal  
Brian Oppenheimer, Deputy Fire Marshal  
Judy Clarke, Engineering  
Yazmin Valdez, Department of Economic Opportunity

**STAFF MEMBERS PRESENT**

Peter Morris, Assistant County Attorney  
Barbara Powell, Senior Policy Advisor  
Debra Roberts, Senior Planning Commission Coordinator

**APPLICANTS & PUBLIC SPEAKERS PRESENT**

Item 1            Joe Scarpelli

**CHANGES TO THE AGENDA**

None.

**MINUTES FOR APPROVAL**

Approval of the meeting minutes for Monday, February 24, 2025, by Devin Tolpin.

**MEETING**

**1. AN ORDINANCE BY THE MONROE COUNTY BOARD OF COUNTY COMMISSIONERS ADOPTING AMENDMENTS TO THE MONROE COUNTY 2030 COMPREHENSIVE PLAN BY AMENDING POLICY 101.19.2 AND FIGURE 2.5 AND TABLE 2.7 OF THE BIG PINE KEY LIVABLE COMMUNIKEYS PLAN TO INCLUDE PROPERTY LOCATED AT 258 CUNNINGHAM LANE, BIG PINE, LOTS 5, 6, 7, 8, 13, 14, 15 AND 16 OF BLOCK 1 OF PINE HAMMOCK, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 3, PAGE 163 OF THE PUBLIC RECORDS OF MONROE COUNTY, FLORIDA AND TRACK D OF PINE KEY ACRES, SECTION ONE, AS**

RECORDED IN O.R. BOOK 509, PAGE 1046 THROUGH 1049 OF THE PUBLIC RECORDS OF MONROE COUNTY, FLORIDA, CURRENTLY HAVING PARCEL IDENTIFICATION NUMBER 00111070-004000 AND 00250660-000000; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF CONFLICTING PROVISIONS; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY AND THE SECRETARY OF STATE; PROVIDING FOR INCLUSION IN THE MONROE COUNTY COMPREHENSIVE PLAN; PROVIDING FOR AN EFFECTIVE DATE. (FILE 2024-218)

(1:05 p.m.) Ms. Barbara Powell, Senior Policy Advisor presented the staff report. This is a request to amend the Comprehensive Plan as well as the Big Pine Key/No Name Key Livable CommuniKeys Plan. The property is at approximately mile marker 31, 258 Cunningham Lane, Big Pine Key. The amendment is to add the property to the list of institutional uses located on Big Pine Key. Ms. Powell presented the table and map to be updated. There is a note at the bottom of the table referencing all of the institutional uses that have existed for at least twenty years, and no new uses are anticipated. Grimal Grove has been operated as a tropical fruit grove since the fifties, approximately seventy-five years. The other necessary change is the Comp Plan, when referring to the CommuniKeys Plan, makes note of any updated ordinances within the CommuniKeys Plan. The property is not quite two acres, is designated Tier I, has adjacent land uses consisting of commercial and public land, and the habitat is developed land. Ms. Powell presented a close-up view of the property, adding that in 2021 there had been a road abandonment adopted which abandoned the road running between the two parcels. Ms. Powell presented the current Future Land Use Map reflecting both residential low and residential medium, with zoning of suburban residential and improved subdivision. Staff recommends approval of the proposed request to include the Grimal Grove property to the institutional uses.

Ms. Devin Tolpin, Senior Director of Planning and Environmental Resources, had no questions or comments, and asked if there were any questions or comments from the DRC members. There were none. Ms. Tolpin then asked if the applicant or any member of the public wished to speak. There was no response. Public comment was closed. Ms. Powell added that the BOCC is the applicant as this is a County-sponsored amendment, and that this item is estimated to go before the Planning Commission on June 25, 2025.

**ADJOURNMENT:**

The Development Review Committee meeting was adjourned at 1:12 p.m.