

**DEVELOPMENT REVIEW COMMITTEE**

**Tuesday, October 21, 2025**

**MEETING MINUTES**

The Monroe County Development Review Committee conducted a virtual meeting on **Tuesday, October 21, 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 Jessica McKinney

**DRC MEMBERS PRESENT**

Devin Tolpin, Senior Director of Planning and Environmental Resources  
Mike Roberts, Assistant Director, Environmental Resources  
Rey Ortiz, Assistant Building Official  
Marcos Osario, Fire Marshal  
Judy Clarke, Engineering  
Shereen Yee Fong, FDOT Representative

**STAFF MEMBERS PRESENT**

Peter Morris, Assistant County Attorney  
Liz Lustberg, Senior Planner  
Jessica McKinney, Senior Planning Commission Coordinator

**APPLICANTS & PUBLIC SPEAKERS PRESENT**

\*\*\*Jess M. Goodall, Applicant

**CHANGES TO THE AGENDA**

None.

**MINUTES FOR APPROVAL**

Approval of the meeting minutes for Tuesday, September 23, 2025, by Devin Tolpin.

**MEETING**

**1. STOCK ISLAND OWNER, LLC AND KW PERRY, LLC, 7001 AND 7025 SHRIMP ROAD, STOCK ISLAND, MILE MARKER 5: A PUBLIC MEETING CONCERNING A REQUEST FOR AN AMENDMENT TO A MAJOR CONDITIONAL USE PERMIT. THE REQUESTED APPROVAL IS REQUIRED FOR THE ADDITION OF THIRTY (30) TRANSIENT HOTEL ROOMS AND ASSOCIATED SITE REDEVELOPMENT. THE SUBJECT PROPERTY IS DESCRIBED AS PARCELS OF LAND IN SECTION 35, TOWNSHIP 67 SOUTH, RANGE 25 EAST, MONROE COUNTY, FLORIDA, HAVING PARCEL ID NUMBERS 00123761-000400 AND 00123761-000800. (FILE NO. 2023-243)**

(1:03 p.m.) Ms. Liz Lustberg, Senior Planner, presented the staff report, indicating she had been working on this with Mr. Mike Roberts, Assistant Director, Environmental Resources. Proposed today is an amendment to an existing major conditional use that has been in process since 2023. The staff report indicates some issues with what is proposed and some recommendations to be addressed. Since completing this review, corrections have been received. Ms. Lustberg first explained the original review for DRC, explaining that she would explain the corrections after.

Ms. Lustberg presented a site plan of the property consisting of two properties aggregated for purposes of development in mixed use commercial FLUM designation, maritime industry zoning and, most relevant, in the Safe Harbor Community Center overlay which provides the details required to demonstrate compliance. The property is currently developed with a marina with wet slips, a 100-unit hotel, multiple restaurants, some office space and commercial retail. There was a major deviation to the existing conditional use that was previously approved for indoor boat storage, a boat barn, outdoor boat storage and a marine light industrial building in a different configuration than originally approved. That has been approved but not yet been built and there are no permit applications for that yet. What is being reviewed as brand new for this amendment to the conditional use is the proposal for 30 additional hotel units, a banquet hall building proposed as accessory to the hotel, and there's a proposed increase in commercial retail floor area due to a reduction, switching it with what was previously existing as office floor area.

Starting at the very northern portion of the property, the rectangular items outlined in orange is the proposed new hotel building with 26 hotel units. In front of that on the seawall is the proposed pool accessory to it. The orange square is the banquet hall building accessory to the hotel use. Ms. Lustberg presented the existing hotel that currently has 100 rooms. The applicant is proposing to reduce that to 96 rooms with no change in the footprint of the building, rearranging internally, in order to use some of those hotel units elsewhere on the property. Moving south the building outlined in orange is currently the marina building approved and developed with an office use. It is proposed to be converted into a building with some office but also commercial retail on the first floor, and then eight hotel units on the second and third floors. The other development on the site plan is mostly already existing and proposed to remain the same. Ms. Lustberg then presented the far southern portion of the property. The large rectangle is the interior boat storage. Right next to that is the light industrial marina building. The little square is the outdoor boat storage. All of this was approved through prior conditional use approval but has not yet been built.

Ms. Lustberg then went through the criteria required for approval of conditional use. The first is that the conditional use be consistent with the purposes, objectives, goals and policies of the comprehensive plan and land development code at time of DRC review, which was not in compliance since the comprehensive plan does not allow for commercial retail floor area of larger than 5,000 square feet in the Safe Harbor Overlay. There are no issues with the criteria B, C or D. Under criteria E, the adequacy of public facilities and services, staff had requested an updated traffic study to address updates to the proposed plans. That has been received and is under review at the time this was written. Criteria F, G and H had no issues identified at the time of this review. Under criteria I, the proposed use complies with all additional standards imposed on it by the particular provisions of the land development code.

The review found this to be not in compliance with the following: Permitted and conditional uses under Section 130-140 because of the commercial retail floor area in excess of 5,000 square feet. Not in compliance with required open space because less than 20 percent, the minimum required, was proposed. Not in compliance with stormwater under Section 114-3. The plans showed compliance for water quantity, but lacked data to show compliance with water quality. Required landscaping was not in compliance; the area of landscaping was correct but the details regarding planting requirements was lacking.

Staff is recommending that certain items be addressed prior to this being moved on to the Planning Commission as follows: That the proposed plans must be revised to demonstrate compliance with the maximum floor area permitted for commercial retail uses in compliance with the comprehensive plan and land development code. The corrected plans received that were not part of the packet today do demonstrate compliance with this. The updated plans propose 3,996 square feet of commercial retail floor area. The second issue, the proposed plans must be revised so as to demonstrate compliance with the minimum open space ratio required. The corrections received did address and correct this. The corrections propose that 20.09 percent of the upland area be maintained as open space and is in compliance. The third item, the updated traffic study consistent with the proposed plans must be reviewed and be determined to be acceptable by the County's transportation consultant. This is still in process. An updated traffic study was received in October. The consultant has done the review. Staff is still reviewing and will send comments to the applicant once staff agrees, so this is still ongoing. The fourth item, the landscape plans demonstrating compliance, Environmental Resources and the applicant have been in contact after receiving the updated plans and have determined that additional details demonstrating compliance will be required at the time of permit review.

Once everything is fully addressed, staff would recommend approval of the proposed amendment to this conditional use with two pages worth of conditions. Ms. Lustberg pointed out some of those conditions. The first one is the clarification on the wet slips dedicated to commercial and recreational fishing which must be documented as part of the conditional use approval, and also clarifies that the application is in compliance with the requirements to keep 20 percent of the slips dedicated to this purpose. Number two, the boardwalk being open to public, public access is required by code to be part of the conditions of approval. The proposal to maintain it from dawn until dusk is carried over from the conditions of the previous approval. The third condition of approval is related to making sure that at time of permit review both quantity and quality of stormwater is in compliance with the code. The fourth condition addresses the boat storage design guidelines to make sure those are fully addressed at time of permit review, and will also be discussed at the time of going to Planning Commission. Also, a fairly standard condition that level of services for all items will still need to be in compliance at permit review. Standard inclusionary housing and lighting will need to be reviewed at time of permit review. Number eight, the five-year water quality monitoring plan is required to be submitted with the building permit application and incorporated into the conditions of the building permit. Numbers nine and ten are the standard conditions of what is required at time of building permit approval.

Ms. Devin Tolpin, Senior Director of Planning and Environmental Resources, confirmed that most of the identified issues needing to be addressed have already had the corrections submitted

to address those issues. This item is tentatively scheduled to go before the Planning Commission in November provided that a full review of the plans demonstrates compliance, including the traffic study. Ms. Tolpin had no additional questions or comments, and asked if there were any questions or comments from the DRC members. Ms. Shareen Yee Fong, FDOT Representative, confirmed that this property, though several blocks away from U.S. 1, could be accessed via the County roads. Ms. Tolpin then asked if the applicant wished to speak. Mr. Jess Goodall, representing the applicant, thanked Ms. Tolpin and Ms. Lustberg for working with them. Ms. Devin Tolpin then asked for public comment. There was none. Public comment was closed.

Ms. Tolpin explained that the next step for this project would be for Planning Commission review which is tentatively scheduled for November 19, 2025, though that is contingent on the ability to demonstrate compliance with all of the conditions identified.

**ADJOURNMENT:**

The Development Review Committee meeting was adjourned at 1:20 p.m.