



## **VIA ELECTRONIC AND HARD-COPY SUBMITTAL**

October 9, 2023

Re: HPB23-0590 and DRB23-0968, IKE Kiosks  
Narrative Response to Staff Comments

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Please allow this to serve as the narrative response to first submittal comments relating to land use board application nos. HPB23-0590 DRB23-0968.



### **HPB23-0590**

- **HPB Admin Review**

Please have the following comments corrected /submitted by Final Submittal:

1) File size for documents must not exceed 25MB in size each.

**Response: Files revised.**

2) Submit owners mail labels in Excel.

**Response: This is a City-wide application approved by the City Commission. Mailed notice is not required.**

3) Both applications submitted but be filled out to its entirety.

**Response: Application revised.**

4) Page 1 of Application: Submit update to include Folio Number.

**Response: This application involves multiple locations within the public rights of way. A specific Folio Number is not applicable.**

5) Page 1 of Application: Property Information – Please attach Legal Description as “Exhibit A”.

**Response: A list of the subject sites has been attached to the application as Exhibit A.**

6) Page 4 of Application: Owner Affidavit or Alternative Owner Affidavit must be signed and notarized.

**Response: Application revised.**

7) Page 5 of Application: All members representing or speaking on behalf of the owner/applicant must be granted Power of Attorney from owner — Submit signed and notarized affidavit per speaker.

**Response: Application revised.**

8) Page 6 of Application: Incomplete Disclosure – Disclosure must include all owners with corresponding percentages (%) of ownership who hold 5% or more.

**Response: Application revised.**

9) Page 7 of Application: Incomplete Disclosure – Trustee: Disclosure must name and include percentage of ownership of the entity or person who owns the trust and all beneficiaries.

**Response: Application revised.**

10) Page 8 of Application: Compensated Lobbyist: All members representing or speaking on behalf of the owner/applicant must be registered as a lobbyist with the City Clerk.

**Response: Application revised.**

11) Page 8 of Application: Submit signed and notarized Applicant Affidavit.

**Response: Application revised.**

12) Submit updated checklist. Must include name, signatures, and date.

**Response: Checklist is signed and included.**

- **HPB Plan Review**

1. DEFICIENCIES IN PRESENTATION

- a. Provide a more accurate map of all of the proposed kiosks in historic districts with a corresponding identifier.

**Response: Map revised.**

b. The map shows 11 proposed kiosks in historic districts, only 8 have been submitted.

**Response: Application materials revised to include information for 11 Kiosks.**

c. After overall map, provide listing of all kiosks with approximate location and identifier.

**Response: Map revised.**

d. After list, provide details of the proposed kiosk structure including dimensioned plans and elevations and specifications.

**Response: Kiosk specifications sheet included.**

e. After details of kiosk, provide a rendering of each location.

**Response: Renderings of each location included.**

f. After renderings, provided more detailed plans for each location including survey, aerial location plan and proposed site plan.

**Response: Composite of detailed plans included.**

### **DRB23-0968**

- **DRB Admin Review**

Please have the following comments corrected/submitted by Final Submittal:

1) File size for documents must not exceed 25MB in size each.

**Response: Files revised.**

2) Submit owners mail labels in Excel.

**Response: This is a City-wide application approved by the City Commission. Mailed notice is not required.**

3) Page 1 of Application: Property Information – Please attach Legal Description as “Exhibit A”.

**Response: A list of the subject sites has been attached to the application as Exhibit A.**

4) Page 2 of Application: (update) Submit all contact information of all Party(s) responsible for project design and Authorized Representative(s) Information (if applicable).

**Response: Application revised.**

5) Submit updated checklist. Must include name, signatures, and date.

**Response: Checklist is signed and included.**

6) Page 4 of Application: Owner Affidavit or Alternative Owner Affidavit must be signed and notarized.

**Response: Application revised.**

7) Page 5 of Application: All members representing or speaking on behalf of the owner/applicant must be granted Power of Attorney from owner — Submit signed and notarized affidavit per speaker.

**Response: Application revised.**

8) Page 6 of Application: Incomplete Disclosure – Disclosure must include all owners with corresponding percentages (%) of ownership who hold 5% or more.

**Response: Application revised.**

9) Page 8 of Application: Compensated Lobbyist: Update all members representing or speaking on behalf of the owner/applicant must be registered as a lobbyist with the City Clerk.

**Response: Application revised.**

- **DRB Plan Review**

1 - Provide dimensions of kiosks in feet and inches, not in millimeters .

**Response: Kiosk specifications sheet revised and included.**

2 - Application must be signed by an authorized representative of the City of Miami Beach

**Response: Application revised.**

3 - The letter of intent includes a map that is not reflective of the locations described.

**Response: Map and letter of intent revised.**

4 - The letter of intent noted 4 locations, yet plans have only been provided for 3 locations.

**Response: Plans updated and provided. Due to ongoing construction at no. 6, the sidewalk is currently obstructed. A proposed rendering has been provided, but a survey cannot be prepared.**

5 - The plans provided include locations that are located in historic districts. Remove plans that are not for review by the DRB.

**Response: Plans revised. Only sites in non-historic districts included.**

6 - Staff is concerned with the illumination of the signs in close proximity to residential units.

**Response: 2 of 4 signs are with 100-feet of residential properties. Applicant agrees to provide illumination study at permit to be reviewed and approved by staff.**

7 -Provide existing context photos showing for the proposed kiosk locations.

**Response: Existing condition photo provided as the last page of detailed plans.**