

## DEVELOPMENT REVIEW COMMITTEE

Tuesday, June 24, 2014

### AGENDA

The Monroe County Development Review Committee will conduct a meeting on Tuesday, June 24, 2014, beginning at 1:00 PM at the Marathon Government Center, Media & Conference Room (1<sup>st</sup> floor, rear hallway), 2798 Overseas Highway, Marathon, Florida.

CALL TO ORDER

ROLL CALL

#### DRC MEMBERS:

Townsley Schwab, Senior Director of Planning and Environmental Resources  
Mike Roberts, Sr. Administrator, Environmental Resources  
Joe Haberman, Planning & Development Review Manager  
DOT Representative  
Steve Zavalney, Captain, Fire Prevention  
Public Works Department Representative

#### STAFF MEMBERS

Christine Hurley, Growth Management Division Director  
Jerry Smith, Building Official  
Mayte Santamaria, Assistant Planning Director  
Mitch Harvey, Comprehensive Plan Manager  
Rey Ortiz, Planning & Biological Plans Examiner Supervisor  
Emily Schemper, Principal Planner  
Ed Koconis, Principal Planner  
Matt Coyle, Sr. Planner  
Barbara Bauman, Planner  
Karl Bursa, Planner  
Gail Creech, Sr. Planning Commission Coordinator

CHANGES TO THE AGENDA

MINUTES FOR APPROVAL

MEETING

New Items:

1. Suncrest Landing, LLC, 5180 Suncrest Road, Stock Island, mile marker 5: A public meeting concerning a request for a Minor Conditional Use Permit. The requested approval is required for the development of a proposed light industrial use involving automotive repair and outdoor storage. The subject property is legally described as Lot 29 and Lot 30, Sun Krest Subdivision (Plat Book 1, Page 107), Stock Island, Monroe County, Florida, having real estate numbers 00132690.000000 and 00132700.000000.

(File 2014-052)

[2014-052 SR DRC 06.24.14.PDF](#)

[2014-052 FILE.PDF](#)

[2014-052 Recvd 06.04.14 Site Plan.PDF](#)

[2014-052 Recvd 06.04.14 Survey.pdf](#)

2. A RESOLUTION BY THE MONROE COUNTY PLANNING COMMISSION APPROVING A PRELIMINARY PLAT FOR HABITAT AT MANDALAY, LOCATED ALONG FIRST AVENUE, KEY LARGO, AT APPROXIMATE MILE MARKER 97.5 OF THE OVERSEAS HIGHWAY, BEING A REPLAT OF A PORTION OF BLOCK 3, MANDALAY SUBDIVISION, PLAT BOOK 1, PAGE 194 OF THE PUBLIC RECORDS OF MONROE COUNTY, FLORIDA LOCATED WITHIN SECTION 6, TOWNSHIP 62 SOUTH, RANGE 39 EAST, MONROE COUNTY, FLORIDA.

(File 2013-001 - Preliminary Plat)

[2013-001 SR DRC 06.25.13-Preliminary.PDF](#)

[2013-001 FILE.pdf](#)

[2013-001 COMBINED Plans-Surveys.pdf](#)

[2013-001 COMBINED Plats.pdf](#)

[2013-001 Traffic Study.PDF](#)

3. A RESOLUTION BY THE MONROE COUNTY BOARD OF COUNTY COMMISSIONERS APPROVING A FINAL PLAT FOR HABITAT AT MANDALAY, LOCATED ALONG FIRST AVENUE, KEY LARGO, AT APPROXIMATE MILE MARKER 97.5 OF THE OVERSEAS HIGHWAY, BEING A REPLAT OF A PORTION OF BLOCK 3, MANDALAY SUBDIVISION, PLAT BOOK 1, PAGE 194 OF THE PUBLIC RECORDS OF MONROE COUNTY, FLORIDA LOCATED WITHIN SECTION 6, TOWNSHIP 62 SOUTH, RANGE 39 EAST, MONROE COUNTY, FLORIDA.

(File 2013-001 - Final Plat)

[2013-001 SR DRC 06.25.13-Final.PDF](#)

ADA ASSISTANCE: If you are a person with a disability who needs special accommodations in order to participate in this proceeding, please contact the County Administrator's Office, by phoning (305) 292-4441, between the hours of 8:30 a.m. - 5:00 p.m., no later than five (5) calendar days prior to the scheduled meeting; if you are hearing or voice impaired, call "711".

ADJOURNMENT



## MEMORANDUM

### MONROE COUNTY PLANNING & ENVIRONMENTAL RESOURCES DEPARTMENT

To: The Development Review Committee &  
Townshley Schwab, Senior Director of Planning & Environmental Resources

From: Matthew Coyle, Senior Planner *MC*  
Michael Roberts, Senior Administrator of Environmental Resources

Date: June 23, 2014

Subject: *Request for an Amendment to a Minor Conditional Use Permit allowing the development of a light industrial use, involving automotive repair and outdoor storage, at 5180 Suncrest Road, Stock Island, Real Estate #00132690.000000 and #00132700.000000 (File #2014-052)*

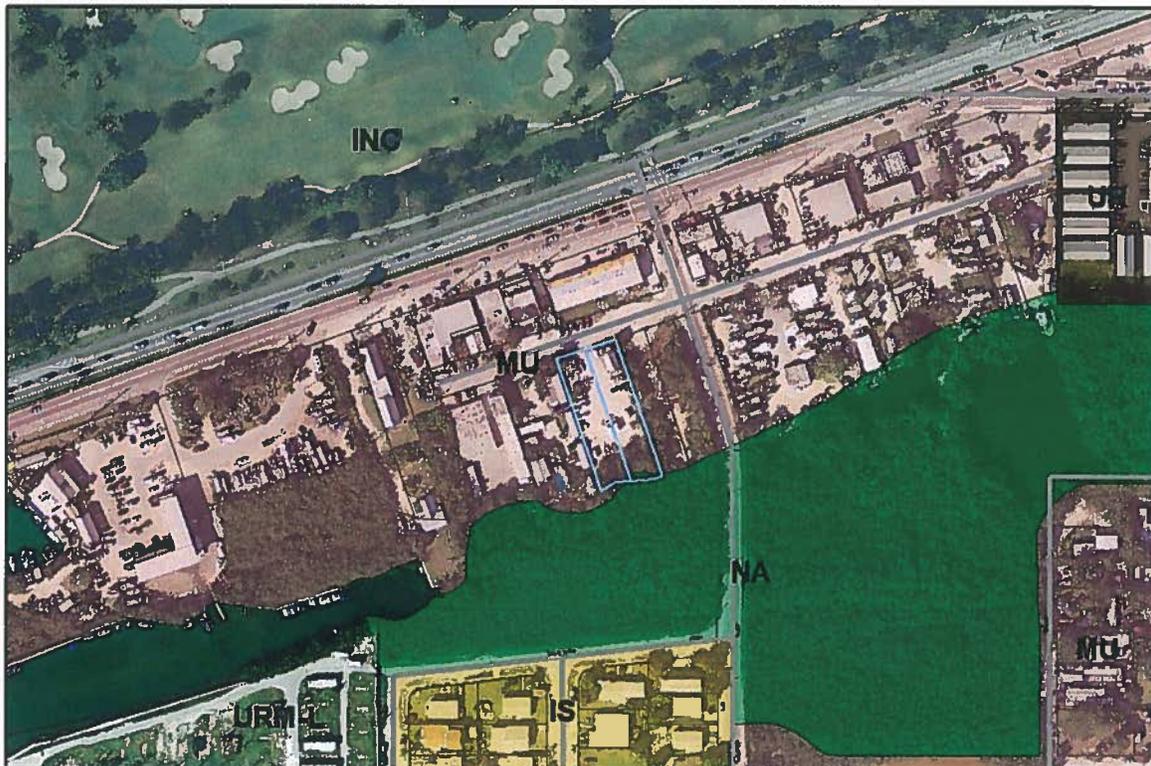
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**Meeting: June 24, 2014**

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1  
2 I REQUEST  
3

4 The applicant is requesting approval of an amendment to a minor conditional use permit  
5 allowing the development of a light industrial use, involving automotive repair and outdoor  
6 storage. The existing, approved area for outdoor storage would be expanded and a new area  
7 for outdoor automotive repair would be established.  
8



Subject Property with Land Use District Overlaid (Aerial dated 2012)

1 The applicant is proposing to redevelop the site by developing an area for outdoor storage  
2 (approximately 25' by 100') and an area for outdoor automotive repair (approximately 30' by  
3 100'). All activities would occur outdoors and no buildings are proposed. The outdoor  
4 storage area would be used by multiple tenants and the outdoor automotive repair area would  
5 be used by a single tenant. In addition, infrastructure improvements and landscaping  
6 enhancements would be carried out throughout the site.

7  
8 **Location:**

9  
10 Address: 5180 Suncrest Road, Stock Island, mile marker 5, (Atlantic Ocean side of US 1)

11 Legal Description: Lot 29 and Lot 30, Sun Krest Subdivision (Plat Book 1, Page 107),  
12 Stock Island, Monroe County, Florida

13  
14 Real Estate (RE) Numbers: 00132690.000000 and 00132700.000000 [The property  
15 owner also owns the contiguous parcel to the south- 00123740.0000000]  
16  
17

18 **Applicant:**

19 Property Owner: Suncrest Landing, LLC

20 Agent: Trepanier & Associates  
21  
22  
23

24 **II RELEVANT PRIOR COUNTY ACTIONS:**

25  
26 In 1984, the Building Department issued Building Permit # A-11942 for electric service to an  
27 existing trailer on Lot 30.  
28

29 Outdoor storage has existed on part of the subject property since as early as 1984 (based on  
30 available aerial photography). As this existing light industrial use was established prior to  
31 1986, the subject property was thereby deemed to have a minor conditional use permit in  
32 1986 pursuant to MCC §101-4(c).  
33

34 In 2011, the Building Department issued Building Permit # 111-5373 to install a 200 amp  
35 electric service and 4 security lights.  
36

37 In 2012, the Code Compliance Department opened case #CE12120070 for violations  
38 pertaining to the subject property being used for storage and an automotive repair business.  
39 The violation was referred to the Planning Department for review. The Planning Department  
40 determined the approved outdoor storage area had been expanded without the benefit of the  
41 required minor conditional use permit and building permit approvals.  
42

43 **III BACKGROUND INFORMATION:**

- 44  
45 1. Size of Site: 22,686 SF (per County GIS)  
46 2. Land Use District: Mixed Use (MU) and Native Area (NA) [Note: all proposed  
47 development would occur in the MU area]  
48 3. Future Land Use Map (FLUM) Designation: Mixed Use/Commercial (MC) and  
49 Residential Conservation (RC) [Note: all proposed development would occur in the MC  
50 area]

- 1 4. Tier Designation: Tier III
- 2 5. Flood Zone: AE – EL 9
- 3 6. Existing Use: Light industrial
- 4 7. Existing Vegetation / Habitat: The site is mostly scarified with some mangroves on the
- 5 southern portion of the property
- 6 8. Community Character of Immediate Vicinity: Mixed Use - Commercial retail, light
- 7 industrial, and residential
- 8

9 **IV REVIEW OF APPLICATION:**

10  
11 MCC §110-67 provides the standards which are applicable to all conditional uses. When  
12 considering applications for a conditional use permit, the Development Review Committee  
13 and Director of Planning & Environmental Resources shall consider the extent to which:

- 14  
15 A. *The conditional use is consistent with the purposes, goals, objectives and standards of the*  
16 *comprehensive plan and the land development regulations:*

17  
18 The proposed use is consistent with the purposes, goals, objectives and standards of the  
19 comprehensive plan and the land development regulations.

20  
21 Policies from the *Monroe County Year 2010 Comprehensive Plan* that directly pertain to  
22 the proposed use include:

23  
24 Policy 101.4.5: The principal purpose of the Mixed Use/ Commercial land use  
25 category is to provide for the establishment of commercial land use (zoning) districts  
26 where various types of commercial retail and office may be permitted at intensities  
27 which are consistent with the community character and the natural environment.  
28 Employee housing and commercial apartments are also permitted. In addition, Mixed  
29 Use/Commercial land use districts are to establish and conserve areas of mixed uses,  
30 which may include maritime industry, light industrial uses, commercial fishing,  
31 transient and permanent residential, institutional, public, and commercial retail uses.

32  
33 This land use category is also intended to allow for the establishment of mixed use  
34 development patterns, where appropriate. Various types of residential and non-  
35 residential uses may be permitted; however, heavy industrial uses and similarly  
36 incompatible uses shall be prohibited. The County shall continue to take a proactive  
37 role in encouraging the maintenance and enhancement of community character and  
38 recreational and commercial working waterfronts.

39  
40 Policy 101.5.3: In order to encourage a compact form of nonresidential growth, the  
41 Permit Allocation System shall limit and direct new non-residential development  
42 primarily to areas designated as Tier III under Goal 105 not located within a  
43 designated Special Protection Area and provide incentives for redevelopment of  
44 existing developed and vacant infill sites.

1 Any development on Stock Island shall be consistent with all goals, strategies and action  
2 items of *the Master Plan for the Future Development of Stock Island and Key Haven* (aka  
3 the Stock Island/Key Haven Livable CommuniKeys Master Plan). Action items that  
4 directly pertain to the subject property and proposed redevelopment include:  
5

6 Action Item 2.3.1: Continue to recognize land use districts and FLUM categories as  
7 the regulatory tool used for evaluating individual proposals for compliance with land  
8 development standards such as type of use and intensity of use.  
9

10 Action Item 5.1.1: Promote the importance of maritime industries by incorporating  
11 the theme of Stock Island's historic maritime industry in public art and design  
12 guidelines.  
13

14 Action Item 5.1.2: Emphasize maritime industries in all aspects of community design.  
15

16 Action item 6.4.2: Increase compliance with stormwater regulations in the high  
17 density areas of Stock Island.  
18

19 Action Item 9.4.3: Require the provision of bicycle facilities and parking in all new  
20 development and redevelopment.  
21

22 B. *The conditional use is consistent with the community character of the immediate vicinity:*  
23

24 The community character of the immediate vicinity is a mix of uses including  
25 commercial retail, light industrial and residential. The contiguous parcel to the west is  
26 developed with mobile homes and the contiguous parcel to the east is vacant. There are  
27 commercial retail and light industrial uses, including two automotive repair businesses, in  
28 the immediate vicinity along US 1 to the north. There is a RV park on the next block to  
29 the east. The proposed light industrial use would be consistent with the mix of existing  
30 uses in the immediate vicinity.  
31

32 C. *The design of the proposed development minimizes adverse effects, including visual*  
33 *impacts, on adjacent properties:*  
34

35 The applicant is not proposing construction of any buildings, only improvements to the  
36 site. The light industrial use will be outdoors. In addition, as part of the development, it  
37 shall be required that additional trees and landscaping elements be introduced to the site  
38 and that all outdoor storage area be screened from adjacent uses by a solid fence, wall or  
39 hedge at least 6' in height. Therefore, the proposed development minimizes adverse  
40 effects, including visual impacts, on adjacent properties.  
41

42 D. *The proposed use will have an adverse impact on the value of surrounding properties:*  
43

44 The applicant is proposing landscaping and stormwater improvements which will  
45 increase the aesthetics of the property. Therefore, it is not anticipated that the proposed  
46 development will have an adverse impact on the value of the surrounding properties.

1  
2 E. *The adequacy of public facilities and services:*

3  
4 1. Roadways:

5  
6 Localized Impacts & Access Management: Access to and from the development shall  
7 be approved by the Public Works Division.

8  
9 Level of Service (LOS): A traffic impact report was submitted and approved by the  
10 County.

11  
12 2. Stormwater: Appropriate surface water management plans were not submitted for  
13 review. A surface water management plan, prepared in accordance with the  
14 provisions of the MCC, will be required as a part of any building permit application.

15  
16 3. Sewer: The applicant shall coordinate with Key West Resort Utilities.

17  
18 4. Water: The applicant shall coordinate with the Florida Keys Aqueduct Authority.

19  
20 5. Refuse Disposal: The applicant shall coordinate with Monroe County Solid Waste  
21 Management.

22  
23 6. Emergency Management: The applicant shall coordinate with the Office of the Fire  
24 Marshal.

25  
26 F. *The applicant has the financial and technical capacity to complete the development as*  
27 *proposed:*

28  
29 Staff has no evidence to support or disprove the applicant's financial and technical  
30 capacity.

31  
32 G. *The development will adversely affect a known archaeological, historical, or cultural*  
33 *resource:*

34  
35 The proposed redevelopment will not adversely affect a known archaeological, historical,  
36 or cultural resource.

37  
38 H. *Public access to public beaches and other waterfront areas is preserved as part of the*  
39 *proposed development:*

40  
41 The waterfront area adjacent to the site is bordered by mangroves and access is restricted.  
42 As part of the redevelopment, a bufferyard will be required to further protect this area.  
43 The proposed redevelopment will not have an adverse impact on public access to a  
44 waterfront area.  
45

1 I. *The project complies with all additional standards imposed on it by the Land*  
2 *Development Regulations:*

- 3  
4 1. Residential Rate of Growth Ordinance (ROGO) (§138-19 – §138-28): *Not applicable.*

5  
6 The proposed development plan does not include any residential use.

- 7  
8 2. Non-Residential Rate of Growth Ordinance (NROGO) (§138-47 – §138-56): *Not*  
9 *applicable.*

10  
11 The proposed development plan does not include any nonresidential floor area that  
12 would be subject to the NROGO permit allocation system.

13  
14 As defined in MCC §138-47, *nonresidential floor area* means the sum of the total  
15 floor area for a nonresidential building or structure, as defined in MCC §101-1.  
16 Additionally, covered and unenclosed boat racks with three or fewer sides not  
17 associated with retail sales of boats are not considered nonresidential floor area.

- 18  
19 3. Purpose of the MU District (§130-38): *In compliance.*

20  
21 The purpose of the MU district is to establish or conserve areas of mixed uses,  
22 including commercial fishing, resorts, residential, institutional and commercial uses,  
23 and preserve these as areas representative of the character, economy and cultural  
24 history of the Florida Keys.

- 25  
26 4. Permitted Uses (§130-88): *Not in compliance.*

27  
28 The proposed development plan involves a light industrial use.

29  
30 As defined in MCC §101-1, *industrial use* means a use devoted to the manufacture,  
31 warehousing, assembly, packaging, processing, fabrication, storage or distribution of  
32 goods and materials whether new or used or the substantial refinishing, repair and/or  
33 rebuilding of vehicles or boats. *Light industrial use* means an industrial use that is not  
34 a heavy industrial use. *Heavy industrial use* means an industrial use with greater than  
35 average potential impacts on the environment and that is characterized by significant  
36 impacts on adjacent uses in terms of noise, hazards and odors, such as junkyards,  
37 marine railways and dry docks, bulk petroleum storage, and resource extraction  
38 where more than 20 percent of the use takes place outside of an enclosed building or  
39 where exterior storage equals or exceeds building floor area.

40  
41 In the MU district, light industrial uses may be permitted with a minor conditional use  
42 permit, provided that a) the parcel proposed for development is less than two acres; b)  
43 The parcel proposed for development is separated from any established residential  
44 use by a least a class “C” bufferyard; and c) all outside storage areas are screened  
45 from adjacent uses by a solid fence, wall or hedge at least 6’ in height.  
46

1 The parcel is less than 2 acres. However, the proposed site plan did not show the  
2 required class "C" bufferyard along the western property line and did not show the  
3 required 6' solid fence/wall/hedge around the proposed outside storage areas.  
4

- 5 5. Residential Density and Maximum Floor Area Ratio (§130-157, §130-162 & §130-  
6 164): *In compliance.*  
7

8 The proposed development plan does not include any floor area that would be subject  
9 to the floor area ratio.  
10

- 11 6. Required Open Space (§118-9, §118-12, §130-157, §130-162 & §130-164):  
12 *Compliance to be determined.*  
13

14 In the MU district, there is a general required open space ratio of at least 20%.  
15 Independently, there is a 100% open space requirement for wetland areas. In total, the  
16 two parcels consist of 22,686 SF of area. However, the precise total amounts of area  
17 located above mean high water, defined as water, and defined as a wetland were not  
18 provided.  
19

- 20 7. Minimum Yards (§130-186): *Not in compliance.*  
21

22 The required non-shoreline setbacks in the MU district are as follows: Front yard –  
23 15'; Rear yard – 10'; and Side yard – 10'/15' (where 10' is required for one side and  
24 15' is the minimum combined total of both sides).  
25

26 The property has a front yard requirement of 15' along the right-of-way of Suncrest  
27 Road to the north, a side yard requirement of 10' along the western property line, and  
28 a side yard requirement of 5' along the eastern property line. The shoreline to the rear  
29 of the property is subject to the wetland setback requirements. All proposed  
30 automotive repair and outdoor storage areas are in compliance with the required  
31 minimum setbacks. However, an existing slab is shown in the front yard setback.  
32 There is no building permit approval on file for the slab. Further, recent aerial  
33 photographs show a shade structure located over the slab. There is no building permit  
34 approval on file for the shade structure.  
35

36 Note: the site plan incorrectly shows a 25' front yard setback along Suncrest Road.  
37 The site plan must be revised to show the appropriate setback.  
38

- 39 8. Maximum Height (§130-187): *In compliance.*  
40

41 No buildings are being proposed at this time.  
42

- 43 9. Surface Water Management Criteria (§114-3): *Not in compliance.*  
44

45 A stormwater/surface water management plan is required for the development of the  
46 site. As provided in MCC §114-3(g), it is the responsibility of the applicant to

1 include in the stormwater management plan for the development sufficient  
2 information for the planning director to evaluate the environmental and stormwater  
3 discharge characteristics of the affected areas, the potential and predicted impacts of  
4 the proposed activity on community waters, and the effectiveness and acceptability of  
5 those measures proposed by the applicant for reducing adverse impacts. The  
6 stormwater management plan shall contain maps, charts, graphs, tables, photographs,  
7 narrative descriptions, calculations, explanations, and citations to supporting  
8 references, and any additional information deemed necessary by the planning  
9 director. The stormwater management plan must be sealed by an engineer registered  
10 in the state with experience in stormwater management and drainage design.  
11

12 Although the site plan submitted with the application depicts a stormwater retention  
13 area approximately 700 SF in surface area, there is insufficient detail to determine  
14 compliance with the water quality requirements of MCC §114-3. Based on staff's  
15 preliminary analysis, a retention area capable of storing approximately 1,452 cubic  
16 feet of water is required for the site. Further, the site plan submitted did not provide  
17 any information related to water quantity. In accordance with MCC §114-3(f)(1), the  
18 surface water management system shall be designed using a 24-hour rainfall duration  
19 and 25-year return frequency in computing allowable off-site discharge rate. Flood  
20 protection and floodplain encroachment standards shall be those established in the  
21 MCC and Comprehensive Plan. If post-development conditions are such that a  
22 volume greater than the retention and/or detention volume required for stormwater  
23 management is already being retained on site, that condition shall be maintained.  
24

25 10. Wastewater Treatment Criteria (§114-5): *Compliance to be determined.*  
26

27 No structure or land shall be developed, used or occupied unless served by  
28 wastewater treatment facilities. The proposed development plan does not include any  
29 restrooms. Further, there is not any information on the proposed site plan indicates  
30 that water service would be provided. However, for the automotive repair business,  
31 building and health codes require that on-site restroom facilities shall be available for  
32 employees and customers. The site plan must be revised to show a restroom or  
33 acceptable alternative (i.e. portable toilet if allowed by the Building Department and  
34 Health Department).  
35

36 11. Fencing (§114-20): *Not in compliance.*  
37

38 A minor conditional use permit for a light industrial use in the Mixed Use land use  
39 district requires that all outside storage areas are screened from adjacent uses by a  
40 solid fence, wall or hedge at least six feet in height. The site plan does not show that  
41 the storage areas are screened from adjacent uses.  
42

43 12. Floodplain Management (§122-1 – §122-6): *Full compliance to be determined upon*  
44 *building permit application review.*  
45

1 The site is designated within a flood zone on the Federal Emergency Management  
2 Agency (FEMA) flood insurance rate maps. All new structures must be built to  
3 floodplain management standards that meet or exceed those for flood protection.  
4 There are no buildings being proposed at this time.  
5

6 13. Energy Conservation Standards (§114-45): *Full compliance to be determined upon*  
7 *building permit application review.*  
8

9 The development proposal includes the following required energy conservation  
10 measures: reduced coverage by asphalt, concrete, rock and similar substances in  
11 streets, parking lots and other areas to reduce local air temperatures and reflected light  
12 and heat; the installation of native plants in required landscaping, which will reduce  
13 the requirements for water and maintenance; and the installation of shade trees, which  
14 will provide shade for parking areas.  
15

16 Not enough information was provided to determine if the development proposal  
17 includes the following required energy conservation measures: prohibition of deed  
18 restrictions or covenants that would prevent or unnecessarily hamper energy  
19 conservation efforts; installation of energy-efficient lighting for streets, parking areas,  
20 recreation areas, and other interior and exterior public areas  
21

22 Note: Since the proposal does not involve any buildings, structural energy  
23 conservation standards would not be applicable.  
24

25 14. Potable Water Conservation Standards (§114-46): *Full compliance to be determined*  
26 *upon building permit application review.*  
27

28 The site plan does not indicate whether water service would be provided or not.  
29

30 15. Environmental Design Criteria and Mitigation Standards (§118-6, §118-7 & §118-8):  
31 *Compliance to be determined.*  
32

33 The subject property is predominately scarified, but contains some native habitat.  
34 The proposed site plan does not indicate if any native trees or plants will be removed  
35 (however vegetation was removed in the past without the benefit of a building  
36 permit). As part of an application for approval on lands containing upland native  
37 vegetation communities, the applicant shall prepare and submit an existing conditions  
38 report, including a survey that identifies the distribution and quality of native habitats  
39 and any observed endangered/threatened or protected species within the parcel or lot  
40 proposed to be developed in accordance with the standards of MCC Chapter 118.  
41

42 It appears from historical imagery that native vegetation has been removed from  
43 parcel. The County has no record of permits for land clearing being issued for this  
44 parcel. As defined by the MCC, *clearing and grubbing* means the clearing of land,  
45 including clearing or renewal of vegetation, and including any significant  
46 disturbances of vegetation or substrate (soil) manipulation; clearing is a development

activity as defined by MCC §6-100. As provided in MCC §118-11, if any land clearing has occurred for which no permit has been issued or beyond the scope of an issued permit, such activity shall be subject to code enforcement proceedings under MCC Chapter 8. Except for issuance of an approved after-the-fact permit for restoration, the stop order shall remain in effect and no application for a building permit shall be processed or issued for the site until the violation for unlawful land clearing is corrected pursuant to MCC §118-11(b).

Due to the lack of data regarding the number and species of trees removed during the unlawful land clearing, it is staff's recommendation that the planting of all required bufferyards (including required wetland buffer) and meeting all other landscaping requirements (Paragraphs 19 & 20) with 100% native species as provided in MCC §114-101 will meet the restoration standards of MCC §118-11.

16. Wetland Setback and Open Space Requirements (§118): *Not in compliance.*

A vegetated buffer is required between development and wetlands. In accordance with MCC §118-10(g)(2), properties classified as scarified adjacent to wetlands, the setback may be reduced to 25', without regard to buildable area, if the entire setback area: (i) Is planted and maintained in native vegetation meeting the standards of a class "D" bufferyard or a bufferyard providing similar protection (MCC §114-128 Bufferyard standards) with the exception that understory trees may be substituted for canopy trees; (ii) contains a site-suitable stormwater management plan approved by the county biologist; and (iii) is placed under conservation easement.

The proposed site plan depicts a 5' Class B bufferyard between the wetland and development. The site plan must be revised to show the required bufferyard of at least 25' in width, planted to meet Class "D" bufferyard standards.

17. Required Parking (§114-67): *Not in compliance.*

The development would be subject to the following off-street parking requirements:

<i>Specific Use</i>	<i>Multiplier</i>	<i>Proposed</i>	<i>Required Spaces</i>
Repair and or servicing of vehicles	3 spaces / service bay	4 <sup>1</sup>	12 spaces
Outdoor storage <sup>2</sup> (Mini-Warehouse Land Use Code – 151)	0.2 spaces / 1,000 SF gross floor area	Unknown (Approx. 8,500 SF)	To be determined (Approx. 2)
Total			To be determined (Approx. 14)

1: Although not shown on the proposed site plan, the applicant indicated that the automotive repair business would service up to four vehicles at any given time.

2: If a specific use does not fall within one of the categories in MCC §114-67(c), then the parking space requirements shall be based on the most current edition of the Institute of Transportation Engineer's Parking Generation Manual, or other appropriate documentation authorized by the planning director.

1 Note 1: The MCC do not provide a parking standard for an outdoor storage use. The  
2 most compatible use in the 4<sup>th</sup> Edition of the Transportation Engineer's Parking  
3 Generation Manual to an outdoor storage use is the Mini-Warehouse use (Land Use  
4 Code – 151). The Mini-Warehouse use requires 0.2 spaces per 1,000 SF gross floor  
5 area. The site has approximately 8,500 SF of outdoor storage areas which would  
6 require 2 parking spaces.  
7

8 Note 2: Per MCC 114-67(e)(5), and consistent with *the Master Plan for the Future*  
9 *Development of Stock Island & Key Haven*, the planning director may grant a  
10 reduction of up to 20% in the number of required parking spaces for nonresidential  
11 uses, provided an equivalent number of parking spaces are reduced in size and  
12 redesigned to accommodate scooters and other similar modes of transportation.  
13

14 The proposed site plan shows approximately three parking spaces (a parking aisle,  
15 with no individual space delineation is shown).  
16

17 Prior to the issuance of a minor conditional use permit, the applicant must:

- 18 1. Confirm the exact amount of outdoor storage square footage; and
- 19 2. Revise the development plan to show compliance with the off-street parking  
20 requirements by:
  - 21 a. Revise the site plan to show the required amount of parking using the  
22 multipliers provided in this staff report;
  - 23 b. Reduce the number of automotive service repair bays and/or square footage  
24 amount of outdoor storage area;
  - 25 c. Be granted a variance to the off-street parking standards in accordance with  
26 MCC §102-187 (provided the standard in MCC §102-186(f) can be met);
  - 27 d. Submit a parking demand study, prepared by a qualified traffic engineer,  
28 showing the parking space requirement based on the most current edition of  
29 the Institute of Transportation Engineer's Parking Generation Manual or other  
30 appropriate documentation (provided that the county's traffic consultant  
31 approves the study);
  - 32 e. Enter into a parking agreement with a neighboring nonresidential property  
33 owner within 300' of the subject property (provided the standards in MCC  
34 §114-67(h) are met and the overall total amount of required parking for the  
35 subject development and development on the other site is met); or
  - 36 f. Any approved combination or the above.  
37

38 Parking space dimensions were not provided on the proposed site plan. The three  
39 parking parallel spaces were 10' in width but an undefined length. Further, there was  
40 no maneuverability information provided to explain how vehicles would turn around.  
41

42 A required handicap accessible vehicle space was not shown on the proposed site  
43 plan. If there are 1 to 25 total parking spaces in a lot, at least one accessible parking  
44 space is required.  
45

1 A required bicycle rack was not shown on the proposed site plan. A bicycle rack shall  
2 be provided by all nonresidential development within 200' of an existing or  
3 programmed state or county bikeway. In addition, Action Item 9.4.3 of *the Master*  
4 *Plan for the Future Development of Stock Island & Key Haven* requires the provision  
5 of bicycle facilities and parking in all new development and redevelopment. The  
6 minimum layout for a bicycle parking area shall be a 2' wide by 6' long stall with a  
7 minimum aisle width of 5'.  
8

9 The site plan must be revised to show the required amount of parking spaces, the  
10 required amount of handicap accessible spaces, the required bicycle rack, the required  
11 parking space dimensions and the required access aisles.  
12

13 18. Required Loading and Unloading Spaces (§114-69): *Not in compliance.*  
14

15 All nonresidential uses with a gross floor area of 0 to 2,499 SF are required to have  
16 one 11' x 35' loading and unloading space. The proposed site plan does not show a  
17 loading and unloading space.  
18

19 The site plan must be revised to show the required loading and unloading space.  
20

21 19. Required Landscaping (§114-99 – §114-105): *Not in compliance.*  
22

23 A class "C" landscaping standard is required. The class "C" requirement for the 14  
24 required parking spaces is 250 SF of planting area with 1 canopy tree and 3 shrubs.  
25

26 All street fronts not required to provide a scenic corridor or bufferyards shall plant  
27 street trees. Such trees shall be native canopy trees and one tree will be required for  
28 every lot. The site plan submitted shows 2 street trees, one on each lot but the type of  
29 tree is not specified. Therefore the plans are not detailed enough to determine  
30 compliance.  
31

32 Note 1: The parking lot landscaping requirement will be reduced if the proposed  
33 development plan is modified in a manner described in paragraph 17 that  
34 appropriately reduces the parking requirement.  
35

36 Note 2: In order to address the unlawful land clearing, all landscape material (100%)  
37 shall consist of vegetation native to the Florida Keys (MCC §114-101).  
38

39 20. Required Bufferyards (§114-124 – §114-130): *Not in compliance.*  
40

41 There is a class "B" land use district bufferyard requirement along the MU/NA  
42 district boundary line to the south of the property. The site plan shows a class "B"  
43 bufferyard with 3 canopy trees, 1 understory tree and 10 shrubs that would be in  
44 compliance with the bufferyard requirements. However, a 25' Class "D" buffer is  
45 required adjacent to the wetland area, the wetland buffer (described in Paragraph 16)

1 shall replace the MU/NA class “B” bufferyard. Note that wild cotton (*Gossypium*  
2 *hirsutum*) is not a suitable landscape species in the Florida Keys.

3  
4 A minor conditional use permit for a light industrial use in the Mixed Use land use  
5 district requires that the parcel proposed for development is separated from any  
6 established residential use by a least a class “C” bufferyard. The contiguous parcel to  
7 the west is a mobile home park. A class “C” bufferyard that is 10’ wide must include  
8 5 canopy trees, 2 understory trees and 20 shrubs per 100’. The site plan submitted  
9 does not show the required class “C” bufferyard required along the western property  
10 line.

11  
12 Note: In order to address the unlawful land clearing, all landscape material (100%)  
13 shall consist of vegetation native to the Florida Keys (MCC §114-101).

- 14  
15 21. Outdoor Lighting (§114-159 – §114-162): *Full compliance to be determined upon*  
16 *building permit application review.*

17  
18 The proposed outdoor lighting is not being reviewed as part of this application. It  
19 shall be reviewed independently for compliance as an accessory use under a building  
20 permit application.

- 21  
22 22. Signs (§142-1 – §142-7): *Full compliance to be determined upon building permit*  
23 *application review.*

24  
25 Signage is not being reviewed as part of this application. It shall be reviewed  
26 independently for compliance as an accessory use under a building permit  
27 application.

- 28  
29 23. Access Standards (§114-195 – §114-201): *In compliance.*

30  
31 The property currently has an existing access drive on Suncrest Road. Access would  
32 not be modified.

- 33  
34 24. Recycling (§114-21): *Not in compliance*

35  
36 Any nonresidential development requiring a certificate of occupancy or certificate of  
37 compliance shall make adequate provision for a recycling collection area. For  
38 nonresidential buildings consisting of 0 to 5,000 SF of floor area, there shall be at  
39 least one collection area (125 SF). Collection areas are not required for the existing  
40 nonresidential buildings, the hotel, and accessory buildings; however the five new  
41 collection areas should serve these uses and recycling by users is encouraged. The site  
42 plan does not show a recycling collection area.

- 43  
44 25. Chapter 533, Florida Statutes: *Full compliance to be determined upon submittal to*  
45 *Building Department.*

1 All standards and requirements of the American with Disabilities Act (ADA) must be  
2 met.

3  
4 V RECOMMENDED ACTION:

5  
6 Staff recommends approval with the following conditions:

- 7  
8 1. Prior to the issuance of any development order approving the minor conditional use  
9 permit, the applicant shall submit a revised a site plan with the following corrections:  
10 a. The service/ auto repair bays shall be delineated and the exact amount of land area  
11 associated with the automotive repair activities shall be provided; and  
12 b. The exact amount of land area associated with the outdoor storage shall be provided;  
13 and  
14 c. As required on the conditional use permit application, a 1":10' or 1":20' scale (not  
15 1/16" = 1') shall be provided; and  
16 d. As required on the conditional use permit application, a table providing the total land  
17 area of the site, the total buildable area of the site, the type and square footage of all  
18 nonresidential land uses, the amounts of impervious and pervious areas, and  
19 calculations for land use intensity, open space ratio, and off-street parking shall be  
20 provided; and  
21 e. The mean high water line and/or exact boundary of the wetland shall be shown in  
22 accordance with Florida Statutes; and  
23 f. As required by MCC §114-3, compliant water retention areas shall be shown; and  
24 g. As required by MCC §114-21, a recycling collection area shall be shown; and  
25 h. The solid waste collection area shall be shown; and  
26 i. As required by MCC §114-67, a compliant amount of off-street parking shall be  
27 provided with the appropriate dimensions, access aisles and wheel stops (if a variance  
28 is requested, the variance must be granted prior to issuance of any development  
29 order); and  
30 j. As required by MCC §114-67(f) and Florida Building Code, a compliant amount of  
31 handicap accessible off-street parking shall be provided; and  
32 k. As required by MCC §114-67(k) and *Action Item 9.4.3 of the Master Plan for the*  
33 *Future Development of Stock Island & Key Haven*, a bicycle rack shall be shown; and  
34 l. As required by MCC §114-69, an 11' x 35' loading and unloading space shall be  
35 shown; and  
36 m. As required by MCC §130-88, a fence, wall or hedge shall be shown around the  
37 storage areas; and  
38 n. As required by MCC §130-186, the site illustration and the "Site Data" table shall be  
39 revised to reflect the correct front yard setback of 15' (not 25'); and  
40 o. As MCC §130-186 only applies to non-shoreline setbacks, the "Site Data" table shall  
41 be revised to remove reference to the non-applicable rear yard setback (which in  
42 incorrectly provided as 25'); and  
43  
44 2. Prior to the issuance of any development order approving the minor conditional use  
45 permit, the applicant shall submit a revised site plan, or provide a separate but consistent  
46 landscape plan, showing:

- a. As required by MCC §130-88, a class “C” bufferyard of at least 10’ in width along the western property line (including types of vegetation); and
  - b. As required by MCC §118-10, a class “D” bufferyard of at least 25’ between development and the wetlands (including types of vegetation); and
  - c. As required by MCC §114-99, class “C” parking lot landscaping (including types of vegetation); and
  - d. As required by MCC §114-104, at least two street trees (including types of vegetation).
3. Prior to the issuance of any development order approving the minor conditional use permit, the applicant shall submit a stormwater management plan, prepared in accordance with MCC §114-3(g).
  4. Prior to the issuance of any development order approving the minor conditional use permit, the applicant shall submit documentation indicating that the existing concrete slab was lawfully installed or remove the concrete slab from the site plan.
  5. Prior to the issuance of any development order approving the minor conditional use permit, the property owner shall revise the site plan to show an on-site restroom facility that can be permitted by current building and health codes.
  6. Prior to the issuance of a certificate of completeness for a building permit associated with the expanded use, all required landscaping shall be formally approved by a Building Permit, planted and pass a final inspection by the County Biologist or his or her designee.
  7. A minor conditional use permit is not a final approval for certain development. The applicant shall obtain a building permit(s) for any improvement requiring such an approval.
  8. The scope of work has not been reviewed for compliance with Florida Building Code. Prior to the issuance of Building Permits, new development and structures shall be found in compliance by the Monroe County Building Department, Floodplain Administrator, and the Office of the Fire Marshal.
  9. The Public Works Division shall review any proposed work within County public rights-of-way and the Division maintains the right to request revisions as it carries out its review of any application for an access permit. It is the responsibility of the applicant to obtain all required permits before starting work.

## VI PLANS REVIEWED:

1. Site Plan by David Knoll, Architect signed and sealed on August 8, 2013
2. Boundary Survey by Island Surveying, Inc. signed and sealed on May 30, 2014

**File #:** **2014-052**

**Owner's Name:** Suncrest Landing LLC

**Applicant:** Suncrest Landing LLC

**Agent:** Trepanier & Associates Inc

**Type of Application:** Minor

**Key:** Stock Island

**RE:** 00132690-000000  
00132700-000000

## **Additional Information added to File 2014-052**

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APPLICATION

- Radius report from Monroe County Property Appraiser supporting the required labels
- Proof of Coordination are required from the following:
  - Florida Keys Aqueduct Authority (FKAA)
  - Florida Keys Electric Cooperative (FKEC) or Keys Energy Services
  - Monroe County Office of the Fire Marshal
  - Monroe County Solid Waste Management
  - Florida Department of Health if wastewater flows are less than or equal to 5,000 gallons per day or Florida Department of Environmental Protection if wastewater flows exceed 5,000 gallons per day

If applicable, the following must be submitted in order to have a complete application submittal:

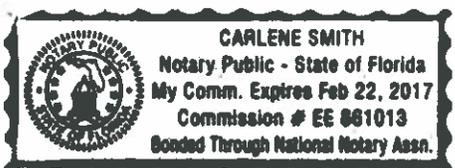
- Notarized Agent Authorization
- Vegetation Survey or Habitat Evaluation Index
- Construction Phasing Plan
- Additional Proof of Coordination may be required for your project, please contact with the Planning & Environmental Resources Department to identify other agencies expected to review the project. Other agencies may include, but are not limited to:
  - Key West Resort Utilities
  - Key Largo Wastewater Treatment District (KLWTD)
  - South Florida Water Management District (SFWMD)
  - Florida Department of Transportation (FDOT)
  - Florida Department of Environmental Protection (FDEP)
  - Florida Department of State, Division of Historic Resources
  - Florida Game and Freshwater Fish Commission (FGFFC)
  - U.S. Army Corps of Engineers (ACOE)
  - U.S. Fish and Wildlife Service (USFW)

If deemed necessary to complete a full review of the application, the Planning & Environmental Resources Department reserves the right to request additional information.

I, the Applicant, certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate.

Signature of Applicant: [Signature] Date: 5-8-14

Sworn before me this 8th day of May 2014



[Signature]  
Notary Public  
My Commission Expires 2/22/17

Please send the complete application package to the Monroe County Planning & Environmental Resources Department, Marathon Government Center, 2798 Overseas Highway, Suite 400, Marathon, FL 33050.

# KBP CONSULTING, INC.

May 30, 2014

Mr. Patrick Wright  
Trepanier & Associates, Inc.  
402 Appelrouth Lane  
Key West, Florida 33045-2155

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**Re: Suncrest Landing – Stock Island, Florida  
Trip Generation Analysis**

Dear Patrick:

Lots 29 and 30 of the Suncrest Subdivision on Stock Island, Florida are currently being utilized for storage (0.379 acres, primarily for vehicles) and for minor automobile services and repairs (440 square feet). This site is located on Suncrest Road approximately 150 feet to the west of Cross Street. There are no proposed changes with regard to the operations and uses at this site. The purpose of this correspondence is to document the trip generation characteristics of this site which is known as Suncrest Landing.

## Trip Generation Analysis

The trip generation for this project was determined utilizing the trip generation rates and equations contained in the Institute of Transportation Engineer's (ITE) *Trip Generation Manual (9<sup>th</sup> Edition)*. Based upon this information, the weekday, Saturday, Sunday and peak hour trip generation rates for the subject development are as follows:

### Automobile Care Center – ITE Land Use #942

- Weekday Trip Generation Rate:  $T = 31.10 (X)^1$   
*where T = number of trips and X = 1,000 square feet of gross leasable area*
- Saturday Trip Generation Rate:  $T = 23.72 (X)$
- Sunday Trip Generation Rate:  $T = 11.88 (X)$
- Daily Weighted Average Rate:  $T = 27.30 (X)$
- Peak Hour Trip Generation Rates:
  - AM Peak Hour:  $T = 2.25 (X)$  (66% in / 34% out)
  - PM Peak Hour:  $T = 3.11 (X)$  (48% in / 52% out)

### Warehousing – ITE Land Use #150

- Weekday Trip Generation Rate:  $T = 57.23 (X)$   
*where T = number of trips and X = acres*
- Saturday Trip Generation Rate:  $T = 13.16 (X)$
- Sunday Trip Generation Rate:  $T = 8.54 (X)$
- Daily Weighted Average Rate:  $T = 43.98 (X)$
- Peak Hour Trip Generation Rates:
  - AM Peak Hour:  $T = 10.03 (X)$  (72% in / 28% out)
  - PM Peak Hour:  $T = 8.69 (X)$  (35% in / 65% out)

<sup>1</sup> The referenced ITE manual does not contain weekday trip generation information for this land use. This weekday trip generation rate was based upon a typical peak-to-daily ratio of 10%. With a weekday PM peak hour trip generation rate of 3.11, this yields a daily (weekday) trip generation rate of 31.10 trips per 1,000 square feet.

8400 North University Drive, Suite 309, Tamarac, Florida 33321

Tel: (954) 560-7103 Fax: (954) 582-0989

# KBP CONSULTING, INC.

The resulting trip generation for the subject development is presented in Table 1 below.

Land Use	Size	Daily Trips	AM Peak Hour Trips			PM Peak Hour Trips		
			In	Out	Total	In	Out	Total
Automobile Care Center <sup>1</sup>	440 SF	12	1	0	1	0	1	1
Warehousing <sup>2</sup>	0.379 Acres	17	3	1	4	1	2	3
<b>TOTAL</b>		<b>29</b>	<b>4</b>	<b>1</b>	<b>5</b>	<b>1</b>	<b>3</b>	<b>4</b>

Compiled by: KBP Consulting, Inc. (May 2014).

Source: Institute of Transportation Engineers (ITE) Trip Generation Manual (9th Edition).

<sup>1</sup> ITE Land Use Code #942

<sup>2</sup> ITE Land Use Code #150

As indicated by the foregoing trip generation analysis, the subject site is estimated to generate, on average, approximately 29 daily vehicle trips, five (5) AM peak hour vehicle trips (4 inbound and 1 outbound) and four (4) PM peak hour vehicle trips (1 inbound and 3 outbound).

## **Conclusions**

Based upon the foregoing trip generation analysis, the existing Suncrest Landing site on Stock Island generates a very low number of daily trips (29) and very few peak hour trips (5 in the AM peak hour and 4 in the PM peak hour). And, given that the site is not changing its use or operations, no further traffic analyses are warranted at this time.

If you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,

**KBP CONSULTING, INC.**



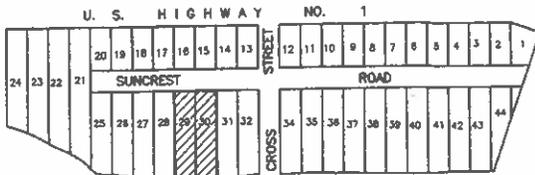
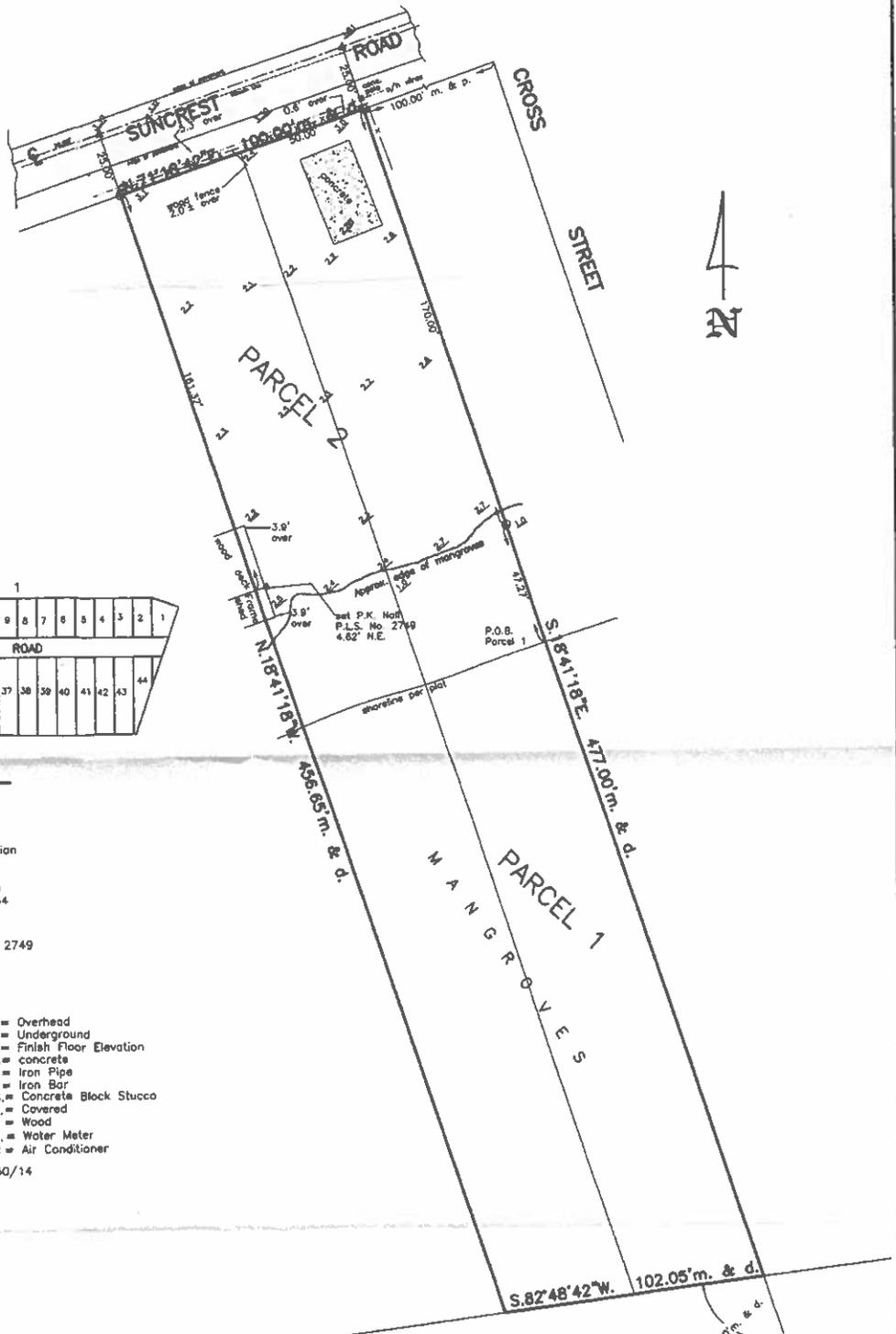
Karl B. Peterson, P.E.  
Florida Registration Number 49897  
Engineering Business Number 29939

**LEGAL DESCRIPTION:**

**PARCEL 1:**  
A parcel of submerged land in Section 34, Township 67 South, Range 25 East, Monroe County, Florida, described as follows:

COMMENCING AT THE Northeast corner of Lot 30, Suncrest Subdivision, as recorded in Plat Book 1, Page 107, of the Public Records of Monroe County, Florida, run Southerly along the East line of said Lot 30 a distance of 217 feet, more or less, to the shoreline, the Point of Beginning of the parcel hereinafter described, said Point of Beginning being the Southeast corner of said Lot 30. From said Point of Beginning continue Southerly along the East line of Lot 30 extended for a distance of 260 feet to a Point; thence with a deflected angle to the right of 101 degrees and 3', run Westerly for a distance of 102.05 feet, more or less, to a point on the West line, extended, of Lot 29 of said subdivision; thence run Northerly along the West line, extended, of Lot 29 for a distance of 221 feet, more or less, to a point on the shoreline, said point being the Southwest corner of Lot 29; thence meander along the shoreline in a Easterly direction back to the Point of Beginning.

**Parcel 2:**  
On the island of Stock Island, and being Lots Twenty nine (29) and Thirty (30) of Sun Krest Subdivision, a subdivision of part of Lot 1, Section 34, township 67 South, Range 25 East; according to a plat thereof recorded in Plat Book 1, Page 107, of Monroe County, Florida Records.



**LOCATION MAP**  
SUNKREST PLAT (1/107)

**SURVEYOR'S NOTES:**

North arrow based on plat assumed median  
Reference Bearing: R/W U.S. No. 1  
3.4 denotes existing elevation  
Elevations based on N.G.V.D. 1929 Datum  
Bench Mark No.. R-397 Elevation: 8.234

**Monumentation:**

- ⊙ = set 1/2" Iron Pipe, P.L.S. No. 2749
- △ = Set P.K. Nail, P.L.S. No. 2749
- ▲ = Found P.K. Nail

**Abbreviations:**

- |                       |                                 |
|-----------------------|---------------------------------|
| Sty. = Story          | o/h = Overhead                  |
| R/W = Right-of-Way    | u/g = Underground               |
| fd. = Found           | F.F.L. = Finish Floor Elevation |
| p. = Plat             | conc. = concrete                |
| m. = Measured         | I.P. = Iron Pipe                |
| N.T.S. = Not to Scale | I.B. = Iron Bar                 |
| ℄ = Centerline        | C.B.S. = Concrete Block Stucco  |
| Elev. = Elevation     | cov'd. = Covered                |
| B.M. = Bench Mark     | wd. = Wood                      |
| P.B. = Plat Book      | w.m. = Water Meter              |
| pg. = page            | A/C = Air Conditioner           |

Field Work performed on: 5/30/14

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**CERTIFICATION:**  
I HEREBY CERTIFY that the attached BOUNDARY SURVEY is true and correct to the best of my knowledge and belief; that it meets the minimum technical standards adopted by the Florida Board of Land Surveyors, Chapter 5J-17, Florida Statutes, Section 472.027, and the American Land Title Association, and that there are no other encroachments unless shown hereon.

FREDERICK H. HILDEBRANDT  
Professional Land Surveyor & Mapper No. 2749  
Professional Engineer No. 36810  
State of Florida

NOT VALID UNLESS EMBOSSED WITH RAISED SEAL & SIGNATURE

Suncrest Landing, LLC 5180 Suncrest Road, Stock Island, FL		Dem No. 14-289
<b>BOUNDARY SURVEY</b>		Drawn By: F.J.H.
Scale: 1"=30'	Ref. 173-36 Sta	Plot Date: 3/1/04
REVISIONS AND/OR ADDITIONS		
7/21/08 Updated grades		
5/30/14 Updated to changes		
www.islandsurveying.com		

**ISLAND SURVEYING INC.**  
ENGINEERS PLANNERS SURVEYORS

3152 Northside Drive  
Suite 201  
Key West, FL 33040

(305) 283-0448  
Fax: (305) 283-0237  
rhilde1@islandsurveying.com  
L.B. No. 7700

SITE DATA	
1.	ZONING: MU
2.	FLUSE: MC - MIXED USE COMMERCIAL
3.	SETBACKS: FRONT 25' SIDE 10' REAR 25'
4.	FEMA FLOOD ZONE: AEP
5.	DISTRICT BOUNDARY (MUTUAL): CLASS B BUFFER YARD
6.	TIER DESIGNATION: TIER III
7.	PERVIOUS AREA: 15,520 S.F. / IMPERVIOUS AREA: 890 S.F.

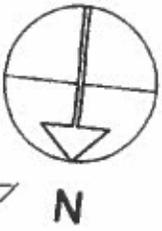
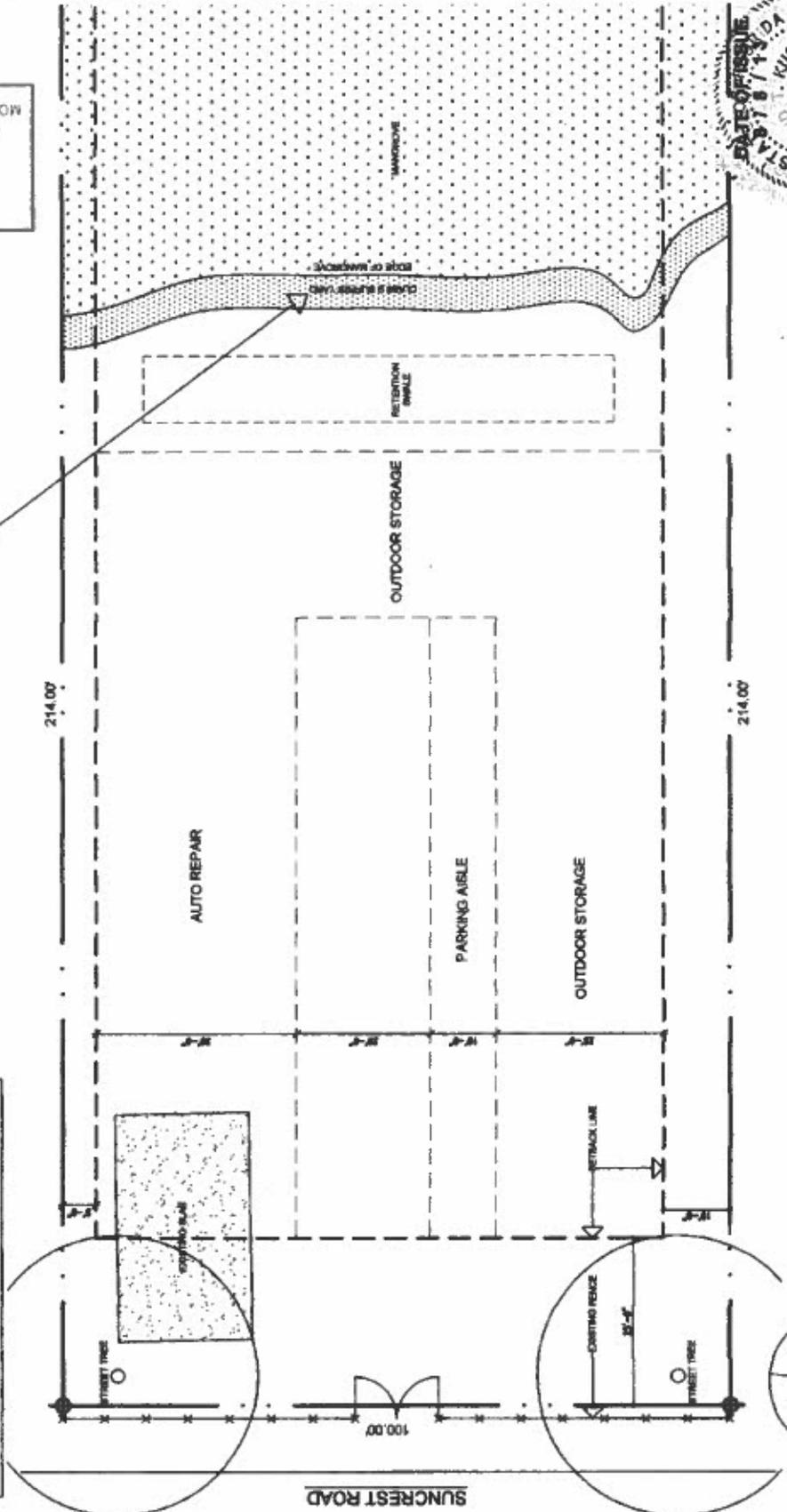
- 5 FT. BUFFER CONTAINING THE FOLLOWING PLANT MATERIAL:
- 3 CANOPY TREES SUCH AS BUTTWOOD, WILLOW BAULSTIC OR MILDBARK
  - 1 UNDERSTORY TREE SUCH AS GEIGER TREE, PRINCEWOOD OR STANLEAF
  - 10 SHRUBS SUCH AS RED SNAPPER, WILD COTTON OR BANANA CASSIA

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SITE PLAN FOR:  
**SUNCREST LANDING**  
 STOCK ISLAND, FLORIDA

**DAVID KNOLL**  
 ARCHITECT  
 1001 WEST, FT. LOUDERWORTH, FLORIDA 33404

1



**SITE PLAN**  
 1/16" = 1'-0"

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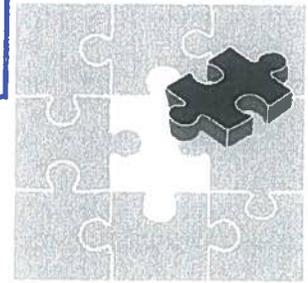
MAY 19 2014

MONROE CO. PLANNING DEPT

5/19/2014

Mr. Matthew Coyle, Senior Planner  
Monroe County Planning and Environmental Resources  
2798 Overseas Hwy, Suite 400  
Marathon FL, 33040

TREPANIER



& ASSOCIATES INC  
LAND USE PLANNING  
DEVELOPMENT CONSULTANTS

**RE: Amendment to Minor Conditional Use**  
**RE No. 00132690-000000 & 00132700-000000,**  
**Lots 29 & 30 Suncrest Subdivision**

Dear Mr. Coyle:

Thank you for your letter dated May 8, 2014 requesting the following additional information related to the Amendment to Minor Conditional Use application filed as a result of the LOU application of June 19, 2013 which led to the Minor Deviation application of August 2, 2013 which subsequently led to this amendment application filed on March 18, 2014.

✓ **Completed Application:**

The notarized application was submitted on May 9, 2014 and attached hereto as exhibit A.

✓ **Proof of Ownership:**

The warranty deed was submitted on August 2, 2013 as part of the Minor Deviation application, resubmitted on May 14, 2014, and attached hereto as exhibit B.

✓ **Photographs of site from adjacent roadways:**

Photographs of the site from adjacent roadways were submitted by e-mail on May 14, 2014, and attached hereto as exhibit C.

✓ **Written Description of Project:**

The site has historically operated with light industrial (auto repair and outdoor storage). The property owner intends to continue these light industrial uses on the property and also make improvements with regard to parking, stormwater, screening and landscaping, as depicted in the site plan consistent with Sec. 130-88(b)(9).

✓ **Signed and sealed boundary survey:**

The signed and sealed boundary survey was submitted on August 2, 2013 as part of the Minor Deviation application, resubmitted by e-mail on May 9, 2014 and copy attached hereto as exhibit D.

✓ **Signed and sealed site plan:**

The signed and sealed site plan was submitted on August 2, 2013 as part of the Minor Deviation application, resubmitted by e-mail on May 9, 2014, and attached hereto as exhibit E.

✓ **Landscape Plan:**

The proposed landscaping is depicted on the site plan originally submitted on August 2, 2013, resubmitted by e-mail on May 9, 2014, and attached hereto as exhibit E.

✓ **Stormwater/Surface Water management Plan:**

The proposed landscaping is depicted on the site plan originally submitted on August 2, 2013 as part of the Minor Deviation application, resubmitted by e-mail on May 9, 2014, and attached hereto as exhibit E.

✓ **Building Floor Plans:**

Not applicable – no building proposed.

✓ **Traffic Study:**

Pursuant to Sec. 114-200(1) and the Institute of Engineers Trip Generation Manual the existing and proposed uses do not trigger the thresholds for a traffic study (please see exhibit F).

Trip Generation – Existing & Proposed	Weekday	
	Existing	Proposed
Automobile Parts and Service Center ITE (943) <i>Trips per 1,000 sq. ft. of Gross Floor Area*</i>	1.96	1.96
Warehousing ITE (150) <i>Trip Generation per Acre**</i>	21.7	21.7
Total Trips	23.66	23.66

\* Based on 440 sq ft of carport and service area currently on site

\*\* Based on 16,500 sq ft of existing upland area on site

✓ **Construction Management Plan:**

Construction management shall be consistent with exhibit G.

✓ **Proof of Coordination:**

Letters of coordination were submitted to FCAA, Keys Energy Services, Monroe County Office of the Fire Marshall, Monroe County Solid Waste Management, and The Florida Department of Health (please see exhibit H).

✓ **Notarized Agent Authorization Letter:**

The notarized agent authorization letter was submitted on August 2, 2013 as part of the Minor Deviation application, resubmitted by e-mail on May 14, 2014, and attached hereto as exhibit I.

✓ **Vegetation Survey:**

Not applicable – no vegetation removal is proposed.

✓ **Construction Phasing Plan:**

Not applicable – no phasing proposed.

✓ **Additional Proof of Coordination:**

Not applicable – no additional coordination is proposed

Thank you for your time and consideration with this matter.

Patrick Wright

APPLICATION  
**MONROE COUNTY**  
**PLANNING & ENVIRONMENTAL RESOURCES DEPARTMENT**



**Request for a Minor Conditional Use Permit**

**An application must be deemed complete and in compliance with the Monroe County Code by the staff prior to the item being scheduled for review**

Minor Conditional Use Permit Application Fee: \$8,484.00

*In addition to the application fee, the following fees also apply:*

Advertising Costs: \$245.00

Surrounding Property Owner Notification: \$3.00 for each property owner required to be noticed

Traffic Study Review: \$5,000.00

**Date of Submittal:**   4   /  18  /  14   
Month    Day    Year

**Applicant/Agent Authorized to Act for the Property Owner:**

Tepanier & Associates Inc.	Patrick Wright
Applicant (Name of Person, Business or Organization)	Name of Person Submitting this Application
402 Aplelrouth Lane Key West, FL 33040	
Mailing Address (Street, City, State and Zip Code)	
305-293-8983	patrick@ owentrepanier.com
Daytime Phone	Email Address

**Property Owner:**

Suncrest Landing LLC	Sam Holland
(Name/Entity)	Contact Person
625 Truman Ave Key West, FL 33040	
Mailing Address (Street, City, State and Zip Code)	
305-797-6475	sam@conchhouse.com
Daytime Phone	Email Address

**Legal Description of Property:**

(If in metes and bounds, attach legal description on separate sheet)

29 and 30	Suncrest	Stock Island	
Block	Lot	Subdivision	Key
00132960-000000 &	00132700-000000	1167169 &	1167151
Real Estate (RE) Number		Alternate Key Number	
5180 Suncrest Rd. Key West, FL 33040		MM5	
Street Address (Street, City, State, Zip Code)		Approximate Mile Marker	

## APPLICATION

**Land Use District Designation of Property:**           MU Mixed Use          

**Present Land Use of Property:**           Light industrial and Outdoor Storage          

**Proposed Land Use of Property:**           Light industrial and Outdoor Storage          

**Total Area of Property:**           21,700 sq ft          

**Total Upland Area within Property:**           16,500 sq ft          

**If non-residential or commercial floor area is proposed, please provide:**

      NA       Total number of non-residential buildings

      NA       Total non-residential floor area in square feet

**If residential dwelling units are proposed, please provide:**

      NA       Total number of residential buildings

      NA       Total number of permanent, market-rate units

      NA       Total number of permanent, affordable units

      NA       Total number of transient units (hotel, recreational vehicle and/or campground)

**Has a previous application been submitted for this site within the past two years?** Yes \_\_\_ No \_\_\_

**All of the following must be submitted in order to have a complete application submittal:**

(Please check as you attach each required item to the application)

- Completed application form
- Correct fee (check or money order to Monroe County Planning & Environmental Resources)
- Proof of ownership (i.e. Warranty Deed)
- Current property record card(s) from the Monroe County Property Appraiser
- Photograph(s) of site from adjacent roadway
- Written description of project
- Signed and Sealed Boundary Survey, prepared by a Florida registered surveyor – 6 sets (at a minimum, survey should include elevations; all existing structures, paved areas and utility structures; all bodies of water on the site and adjacent to the site; total acreage; and total acreage by habitat)
- Signed and Sealed Site Plan, prepared by a Florida registered architect, engineer or landscape architect– 6 sets (drawn to a scale of 1:10 or 1:20). At a minimum, the site plan should include the following:
  - Date, north point and graphic scale
  - Boundary lines of site, including all property lines and mean high-water lines shown in accordance with Florida Statutes
  - All attributes from the boundary survey
  - Future Land Use Map (FLUM) designation(s) of the site
  - Land Use (Zoning) District designation(s) of site
  - Tier designation(s) of the site
  - Flood zones pursuant to the Flood Insurance Rate Map

- Setback lines as required by the Land Development Code
  - Locations and dimensions of all existing and proposed structures, including all paved areas and clear site triangles
  - Size and type of buffer yards and parking lot landscaping areas, including the species and number of plants (*unless a separate landscape plan showing such is submitted*)
  - Extent and area of wetlands, open space preservation areas and conservation easements
  - Delineation of habitat types to demonstrate buildable area on the site, including any heritage trees identified and any potential species that may use the site (certified by an approved biologist and based on the most current professionally-recognized mapping by the U.S. Fish and Wildlife Service) (*unless a separate landscape plan showing such is submitted*)
  - Location of fire hydrants or fire wells
  - The location of public utilities, including location of the closest available water supply system or collection lines and the closest available wastewater collection system or collection lines (with wastewater system provider) or on-site system proposed to meet required County and State of Florida wastewater treatment standards
  - A table providing the total land area of the site, the total buildable area of the site, the type and square footage of all nonresidential land uses, the type and number of all residential dwelling units, the amounts of impervious and pervious areas, and calculations for land use intensity, open space ratio, and off-street parking
- Landscape Plan by a Florida registered landscape architect – 6 sets (may be shown on the site plan; however, if a separate plan, drawn to a scale of 1:10 or 1:20). At a minimum, the landscaping plan should include the following:
- Date, north point and graphic scale
  - Boundary lines of site, including all property lines and mean high-water lines shown in accordance with Florida Statutes
  - Locations and dimensions of all existing and proposed structures, including all paved areas
  - Open space preservation areas
  - Existing natural features
  - Size and type of buffer yards including the species, size and number of plants
  - Parking lot landscaping including the species, size and number of plants
  - Specimen trees, or threatened and endangered plants to be retained and those to be relocated or replaced
  - Transplantation plan (if required)
- Stormwater/ Surface Water Management Plan – 6 sets (including existing and proposed topography, all drainage structures, retention areas, drainage swales and existing and proposed permeable and impermeable areas)
- Building Floor Plans for all proposed structures and for any existing structures to be redeveloped – 6 sets (drawn at an appropriate standard architectural scale)
- Building Elevations for all proposed structures and for any existing structures to be modified – 6 sets (with the elevations of the following features referenced to NGVD: existing grade; finished grade; finished floor elevations (lowest supporting beam for V-zone development); roofline; and highest point of the structure)
- Traffic Study, prepared by a licensed traffic engineer
- Transportation fee of \$5,000 to cover the cost of experts hired by the Growth Management Division to review the traffic study (any unused funds deposited will be returned upon permit approval)
- Construction Management Plan, stating how impacts on near shore water and surrounding property will be managed (i.e. construction barriers, hay bales, flagging)
- Typed name and address mailing labels of all property owners within a 300 foot radius of the property. This list should be compiled from the current tax rolls of the Monroe County Property Appraiser. In the event that a condominium development is within the 300 foot radius, each unit owner must be included

APPLICATION

- Radius report from Monroe County Property Appraiser supporting the required labels
- Proof of Coordination are required from the following:
  - Florida Keys Aqueduct Authority (FKAA)
  - Florida Keys Electric Cooperative (FKEC) or Keys Energy Services
  - Monroe County Office of the Fire Marshal
  - Monroe County Solid Waste Management
  - Florida Department of Health if wastewater flows are less than or equal to 5,000 gallons per day or Florida Department of Environmental Protection if wastewater flows exceed 5,000 gallons per day

If applicable, the following must be submitted in order to have a complete application submittal:

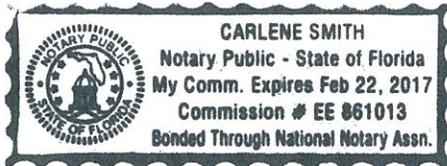
- Notarized Agent Authorization
- Vegetation Survey or Habitat Evaluation Index
- Construction Phasing Plan
- Additional Proof of Coordination may be required for your project, please contact with the Planning & Environmental Resources Department to identify other agencies expected to review the project. Other agencies may include, but are not limited to:
  - Key West Resort Utilities
  - Key Largo Wastewater Treatment District (KLWTD)
  - South Florida Water Management District (SFWMD)
  - Florida Department of Transportation (FDOT)
  - Florida Department of Environmental Protection (FDEP)
  - Florida Department of State, Division of Historic Resources
  - Florida Game and Freshwater Fish Commission (FGFFC)
  - U.S. Army Corps of Engineers (ACOE)
  - U.S. Fish and Wildlife Service (USFW)

If deemed necessary to complete a full review of the application, the Planning & Environmental Resources Department reserves the right to request additional information.

I, the Applicant, certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate.

Signature of Applicant: [Signature] Date: 5-8-14

Sworn before me this 8th day of May 2014



[Signature]  
Notary Public  
My Commission Expires 2/22/17

Please send the complete application package to the Monroe County Planning & Environmental Resources Department, Marathon Government Center, 2798 Overseas Highway, Suite 400, Marathon, FL 33050.

**PREPARED BY AND RETURN TO:**

RICHARD M. KLITENICK  
RICHARD M. KLITENICK, P.A.  
1009 SIMONTON STREET  
KEY WEST, FL 33040  
305-292-4101  
FILE NUMBER: RE04-010

RCD Mar 10 2004 04:23PM  
DANNY L KOLHAGE, CLERK

DEED DOC STAMPS 1750.00  
03/10/2004 DEP CLK

[Space Above This Line For Recording Data]

**WARRANTY DEED**

**THIS WARRANTY DEED** is made on this 5th day of March, 2004 between EARLE J. LERETTE, a married man, whose address is 144 Tut-N-Lue Road, Lorida, FL 33857 (hereinafter collectively referred to as "Grantor"), and SUNCREST LANDING, LLC, a Florida Limited Liability Company, whose address is 625 Truman Avenue, Key West, FL 33040 ("Grantee")

(Whenever used herein the terms "Grantor" and "Grantee" include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, trusts and trustees)

**Witnesseth**, that said Grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable consideration to said grantor in hand paid by said Grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said Grantee, and Grantee's heirs and assigns forever, the following described land bearing the street address of 5180 Suncrest Road, Key West, (Stock Island) FL 33040, situate, lying and being in Monroe County, Florida to-wit:

**PARCEL 1**

A PARCEL OF SUBMERGED LAND IN SECTION 34, TOWNSHIP 67 SOUTH, RANGE 25 EAST, MONROE COUNTY, FLORIDA, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF LOT 30, SUNKREST SUBDIVISION, AS RECORDED IN PLAT BOOK 1, PAGE 107, OF THE PUBLIC RECORDS OF MONROE COUNTY, FLORIDA, RUN SOUTHERLY ALONG THE EAST LINE OF SAID LOT 30 A DISTANCE OF 217 FEET, MORE OR LESS, TO THE SHORELINE, THE POINT OF BEGINNING OF THE PARCEL HEREINAFTER DESCRIBED, SAID POINT OF BEGINNING BEING THE SOUTHEAST CORNER OF SAID LOT 30. FROM SAID POINT OF BEGINNING CONTINUE SOUTHERLY ALONG THE EAST LINE OF LOT 30 EXTENDED FOR A DISTANCE OF 260 FEET TO A POINT; THENCE WITH A DEFLECTED ANGLE TO THE RIGHT OF 101° AND 30', RUN WESTERLY FOR A DISTANCE OF 102.05 FEET, MORE OR LESS, TO A POINT ON THE WEST LINE, EXTENDED, OF LOT 29 OF SAID SUBDIVISION; THENCE RUN NORTHERLY ALONG THE WEST LINE, EXTENDED, OF LOT 29 FOR A DISTANCE OF 221 FEET, MORE OR LESS, TO A POINT ON THE SHORELINE, SAID POINT BEING THE SOUTHWEST CORNER OF LOT 29; THENCE MEANDER ALONG THE SHORELINE IN AN EASTERLY DIRECTION BACK TO THE POINT OF BEGINNING.

**PARCEL 2**

ON THE ISLAND OF STOCK ISLAND, AND BEING LOTS TWENTY NINE (29) AND THIRTY (30) OF SUN KREST SUBDIVISION, A SUBDIVISION OF PART OF LOT 1, SECTION 34, TOWNSHIP 67 SOUTH, RANGE 25 EAST; ACCORDING TO A PLAT THEREOF RECORDED IN PLAT BOOK 1, PAGE 107, OF MONROE COUNTY, FLORIDA RECORDS.

PARCEL ID NUMBERS:	Lot 29	00132690-000000
	Lot 30	00132700-000000
	BAYBOTTOM	001234760-000000

**SUBJECT TO:** TAXES FOR THE YEAR 2004 AND SUBSEQUENT YEARS

**SUBJECT TO:** LIMITATIONS, CONDITIONS, EASEMENTS, RESTRICTIONS OF RECORD, INCLUDING OWNERS ACKNOWLEDGEMENT OF WATER SERVICE RESTRICTIONS DATED OCTOBER 6, 1989, RECORDED IN OR BOOK 1108 AT PAGE 1446 OF THE PUBLIC RECORDS OF MONROE COUNTY, FLORIDA

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And the Grantor hereby covenants with said Grantee that the Grantor is lawfully seized of said land in fee simple; that the Grantor has good right and lawful authority to sell and convey said land; that the Grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2003, and those items listed above.

GRANTOR WARRANTS THAT AT THE TIME OF THIS CONVEYANCE, THE SUBJECT PROPERTY IS NOT THE GRANTOR'S HOMESTEAD WITHIN THE MEANING SET FORTH IN THE CONSTITUTION OF THE STATE OF FLORIDA, NOR IS IT CONTIGUOUS TO OR A PART OF HOMESTEAD PROPERTY. GRANTOR'S RESIDENCE AND HOMESTEAD ADDRESS IS: 144 TUT-N-LUE ROAD, LORIDA, FL 33857.

In Witness Whereof, the Grantor has hereunto set his hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

Bruce Ferrell  
Witness # 1 signature  
Print name Bruce Ferrell

Earle J. Lerette  
EARLE J. LERETTE

Robert F. McCabe  
Witness # 2 signature  
Print name ROBERT F. MCCABE

STATE OF FLORIDA  
COUNTY OF Okeechobee

I HEREBY CERTIFY that on this day personally appeared before me, an officer duly authorized to administer oaths and take acknowledgements, EARL J. LERETTE, who is personally known to me, or who produced \_\_\_\_\_ as identification, to be the same person who is the Grantor in the foregoing Warranty Deed, and he acknowledged to me that he executed the same freely and voluntarily for the purposes therein expressed.

WITNESS my hand and official seal at Okeechobee (City), Okeechobee Monroe County, State of Florida, on this 5 day of March, 2004.



Bruce Ferrell  
Notary Public-State of Florida

Commission No. \_\_\_\_\_  
MONROE COUNTY  
OFFICIAL RECORDS

C:\MSK\FWP8\CLOSING\Banner State Letter\FB04-096\Closing Doc\Monroty Deed-1.doc

# Exhibit C



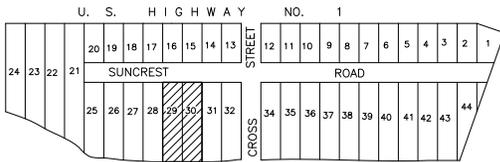
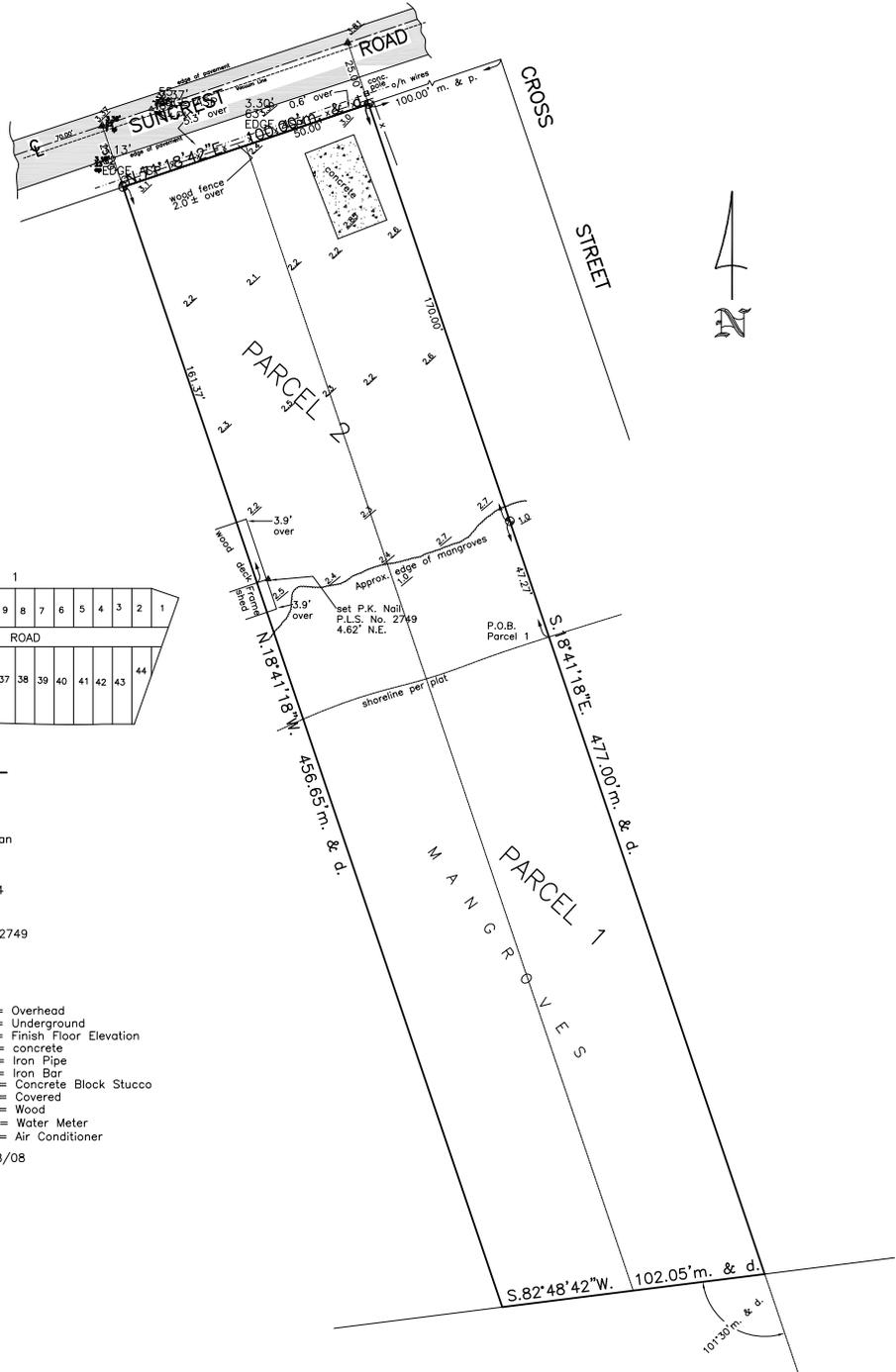
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**LEGAL DESCRIPTION:**

**PARCEL 1:**  
A parcel of submerged land in Section 34, Township 67 South, Range 25 East, Monroe County, Florida, described as follows:

COMMENCING AT THE Northeast corner of Lot 30, Suncrest Subdivision, as recorded in Plat Book 1, Page 107, of the Public Records of Monroe county, Florida, run Southerly along the East line of said Lot 30 a distance of 217 feet, more or less, to the shoreline, the Point of Beginning of the parcel hereinafter described, said Point of Beginning being the Southeast corner of said Lot 30. From said Point of Beginning continue Southerly along the East line of Lot 30 extended for a distance of 260 feet to a Point; thence with a deflected angle to the right of 101 degrees and 3', run Westerly for a distance of 102.05 feet, more or less, to a point on the West line, extended, of Lot 29 of said subdivision; thence run Northerly along the West line, extended, of Lot 29 for a distance of 221 feet, more or less, to a point on the shoreline, said point being the Southwest corner of Lot 29; thence meander along the shoreline in a Easterly direction back to the Point of Beginning.

**Parcel 2:**  
On the Island of Stock Island, and being Lots Twenty nine (29) and Thirty (30) of Sun Krest Subdivision, a subdivision of part of Lot 1, Section 34, township 67 South, Range 25 East; according to a plat thereof recorded in Plat Book 1, Page 107, of Monroe County, Florida Records.



**LOCATION MAP**  
SUNKREST PLAT (1/107)

**SURVEYOR'S NOTES:**

North arrow based on plat assumed median  
Reference Bearing: R/W U.S. No. 1  
3.4 denotes existing elevation  
Elevations based on N.G.V.D. 1929 Datum  
Bench Mark No.: R-397 Elevation: 8.234

**Monumentation:**

- ⊙ = set 1/2" iron Pipe, P.L.S. No. 2749
- △ = Set P.K. Nail, P.L.S. No. 2749
- ▲ = Found P.K. Nail

**Abbreviations:**

- |                       |                                 |
|-----------------------|---------------------------------|
| Sty. = Story          | o/h = Overhead                  |
| R/W = Right-of-Way    | u/g = Underground               |
| fd. = Found           | F.F.L. = Finish Floor Elevation |
| p. = Plat             | conc. = concrete                |
| m. = Measured         | I.P. = Iron Pipe                |
| N.T.S. = Not to Scale | I.B. = Iron Bar                 |
| ⊙ = Centerline        | C.B.S. = Concrete Block Stucco  |
| Elev. = Elevation     | cov'd. = Covered                |
| B.M. = Bench Mark     | wd. = Wood                      |
| P.B. = Plat Book      | w.m. = Water Meter              |
| pg. = page            | A/C = Air Conditioner           |

Field Work performed on: 7/18/08

**CERTIFICATION made to:**  
Suncrest Landing, LLC  
Richard M. Klitenick, P.A.  
Attorneys' Title Insurance Fund  
First State Bank of the Florida Keys, its successors and/or assigns,  
as their interest may appear

**CERTIFICATION:**

I HEREBY CERTIFY that the attached BOUNDARY SURVEY is true and correct to the best of my knowledge and belief; that it meets the minimum technical standards adopted by the Florida Board of Land Surveyors, Chapter 61G17-6, Florida Statute Section 472.027, and the American Land Title Association, and that there are no visible encroachments unless shown herein.

FREDERICK H. HILDEBRANDT  
Professional Land Surveyor & Mapper No. 2749  
Professional Engineer No. 36810  
State of Florida

NOT VALID UNLESS EMBOSSED WITH RAISED SEAL & SIGNATURE

Suncrest Landing, LLC 5180 Suncrest Road, Stock Island, Fl.			
BOUNDARY SURVEY		Dwn No.: 08-312	
Scale: 1" = 30'	Ref. file: 175-35	Flood panel No.: 1528 K	Dwn. By: F.H.H.
Date: 3/1/04		Flood Zone: AE	Flood Elev. 'g'
REVISIONS AND/OR ADDITIONS			
7/22/08 Updated, grades			
c:/dwg/stockisland/suncrest			

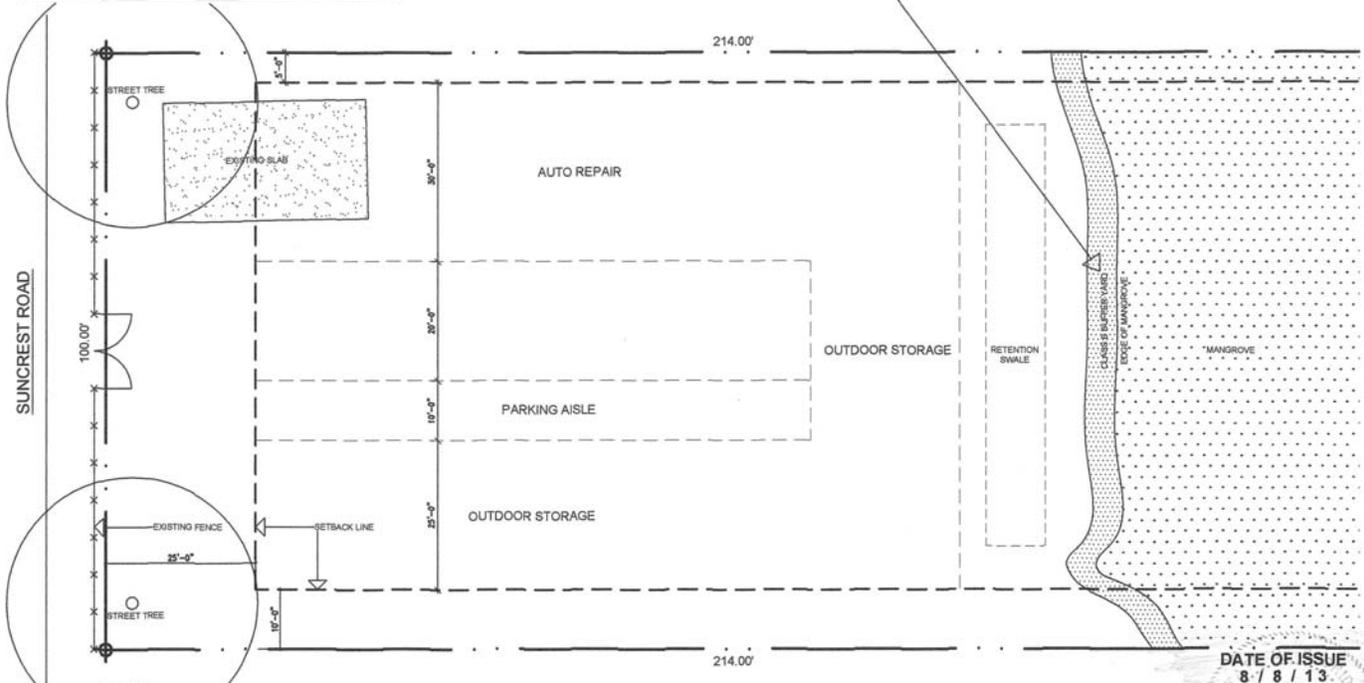
FREDERICK H. HILDEBRANDT  
ENGINEER PLANNER SURVEYOR

3152 Northside Drive  
Suite 201  
Key West, FL 33040  
(305) 293-0466  
Fax: (305) 293-0237  
fhil@bellsouth.net

SITE DATA	
1.	ZONING: MU
2.	FLUM: MC - MIXED USE COMMERCIAL
3.	SETBACKS: FRONT 25' SIDE 10'/15' REAR 25'
4.	FEMA FLOOD ZONE: AE9
5.	DISTRICT BOUNDARY MU TO NA: CLASS B BUFFER YARD
6.	TIER DESIGNATION: TIER III
7.	PERVIOUS AREA: 16,520 S.F. / IMPERVIOUS AREA: 680 S.F.

5 FT. BUFFER CONTAINING THE FOLLOWING PLANT MATERIAL:  
 3 CANOPY TREES SUCH AS BUTTWOOD, WILLOW BAUSTIC OR MILKBARK  
 1 UNDERSTORY TREE SUCH AS GEIGER TREE, PRINCEWOOD OR STAINLEAF  
 10 SHRUBS SUCH AS RED SNAPPER, WILD COTTON OR BAHAMA CASSIA

Exhibit E



SITE PLAN FOR:  
**SUNCREST LANDING**  
 STOCK ISLAND, FLORIDA

**DAVID KNOLL**  
 A R C H I T E C T  
 KEY WEST, FL (305) 715-6617

DATE OF ISSUE  
**8 / 8 / 13**

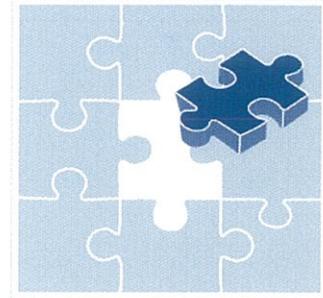
1

of 1 sheets

**SITE PLAN**  
 1/16" = 1'-0"



TREPANIER



& ASSOCIATES INC  
 LAND USE PLANNING  
 DEVELOPMENT CONSULTANTS

# Trip Generation Analysis

RE No. 00132690-000000 & 00132700-000000,  
 Lots 29 & 30 Suncrest Subdivision

We have analyzed the expected trip generation for the existing and proposed uses below for your consideration in accordance with Sec. 114-200 (1).

Trip Generation – Existing & Proposed	Weekday	
	Existing	Proposed
Automobile Parts and Service Center ITE (943) <i>Trips per 1,000 sq. ft. of Gross Floor Area*</i>	1.96	1.96
Warehousing ITE (150) <i>Trip Generation per Acre**</i>	21.7	21.7
<b>Total Trips</b>	<b>23.66</b>	<b>23.66</b>

\* Based on 440 sq ft of carport and service area currently on site

\*\* Based on 16,500 sq ft of existing upland area on site

Thank you for your time and consideration with this matter.

Thank you.

Patrick Wright

# **Construction Management Plan**

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- 1.0 GENERAL**
  - 1.1 PURPOSE
  - 1.2 APPLICABILITY
  - 1.3 DEFINITIONS AND TERMS
  
- 2.0 PROJECT INTRODUCTION**
  - 2.1 DISTURBANCE AREA
  - 2.2 LOCATION
  - 2.3 DESCRIPTION
  
- 3.0 PROJECT DOCUMENTATION**
  - 3.1 PERMITS / OTHER DOCUMENTS
  - 3.2 PUBLIC NOTIFICATION
  - 3.3 PROJECT SIGN
  
- 4.0 PROJECT IMPLEMENTATION**
  - 4.1 DATES OF CONSTRUCTION
  - 4.2 HOURS OF CONSTRUCTION
  - 4.3 SEQUENCE (PHASING) OF CONSTRUCTION
  - 4.4 ADJOINING PROPERTY OWNERS
  - 4.5 PROJECT FENCING
  - 4.6 PUBLIC HEALTH AND WELFARE
  - 4.7 NATURAL ENVIRONMENT
  
- 5.0 PARKING MANAGEMENT**
  - 5.1 PARKING MANAGEMENT FORM
  - 5.2 STAGING AREAS
  - 5.3 CONSTRUCTION TRAILER, MATERIALS STORAGE, AND WASTE MANAGEMENT
  
- 6.0 TRAFFIC CONTROL**
  - 6.1 GENERAL
  - 6.2 HAUL ROUTES
  
- 7.0 Reserved**
  
- 8.0 SEDIMENT AND EROSION CONTROL**
  - 8.1 REQUIREMENTS
  
- 9.0 Reserved**
  
- 10.0 EMISSIONS**
  - 10.1 GENERAL 10.2 EMISSIONS FROM DIESEL POWERED ENGINES
  
- 11.0 NOISE SUPPRESSION**
  - 11.1 GENERAL

## 1.0 GENERAL

### 1.1 PURPOSE

The purpose of this Construction Management Plan Manual is to provide a consistent policy under which certain physical aspects of construction management will be implemented. The elements contained in this document are related to the development process.

These standards cannot anticipate all situations. They are intended to assist, but not to substitute for competent work by design and construction professionals. The Plan does not intend to limit any innovative or creative efforts that could result in better quality, greater cost savings, or both. Any proposed departure from this plan will be judged on the likelihood that such variance will produce a comparable result, adequate for the user over the duration of the improvement/ project.

### 1.2 APPLICABILITY

This plan shall govern the construction and development of the project.

### 1.3 DEFINITIONS AND TERMS

**Construction Management Plan** – A Construction Management Plan is a combination of diagrams, documents, drawings, and specifications that clearly define the steps that will be taken to demonstrate how the impacts to the community will be minimized. How the impacts associated with any construction project will be managed. Herein described as “Plan” throughout the remainder of this plan.

**Construction Mitigation Officer** – An appointed employee of the contractor whose charge is to ensure that all aspects of a Construction Management Plan are followed, and to further ensure that the impacts associated with construction activities within the site are effectively managed and impacts associated with the project is the least necessary to accomplish the project.

**Disturbance Area** – A portion of land where topsoil or native soils have been removed for purposes of construction (development).

**Best Management Practices (BMP's)** – Schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of waters of the state. BMP's also include treatment requirements, operating procedures, and practices to control site runoff, spillage or leaks, waste disposal, or drainage from material storage.

**Tree Dripline and Protection Zone** - Use the longest branch of the tree as a radius from the center of the tree and make a circle. The circle is then defined as the dripline and thus is the tree protection zone.

**Final Stabilization** – Uniform vegetative cover has been re-established.

## **2.0 PROJECT LOCATION**

### **2.1 DISTURBANCE AREA**

The disturbance area is depicted on the associated proposed site plan.

### **2.2 LOCATION**

A project vicinity map is depicted on the associated proposed site plan.

### **2.3 DESCRIPTION**

See associated Community Impact Assessment Statement for full description and details

## **3.0 PROJECT DOCUMENTATION**

### **3.1 PERMITS / OTHER DOCUMENTS**

The contractor shall maintain all applicable local, state and federal licenses and permits that apply to the construction project.

### **3.2 PUBLIC NOTIFICATION**

Compliance with any and all required public notifications shall be met.

### **3.3 PROJECT SIGN**

A project sign shall be constructed and posted that identifies, at a minimum, the property owner, contractor, and land use planner.

## **4.0 PROJECT IMPLEMENTATION**

### **4.1 DATES OF CONSTRUCTION**

Dates of construction is expected to commence immediately following project approval

### **4.2 HOURS OF CONSTRUCTION**

Construction hours shall comply with all applicable County Ordinances.

### **4.3 SEQUENCE (PHASING) OF CONSTRUCTION**

Project shall be constructed in a single phase.

### **4.4 ADJOINING PROPERTIES**

No person shall excavate on land close enough to a property line to endanger any adjacent public street, sidewalk, and alley, other public or private property, or easement, without supporting and protecting the property from any damage that might result from construction operations.

#### 4.5 PROJECT FENCING

All construction areas shall have a non-removable construction fence or other approved device securely placed around the areas to be protected.

#### 4.6 PUBLIC HEALTH AND WELFARE

The construction project shall uphold respect to public health and welfare.

#### 4.7 NATURAL ENVIRONMENT

Project construction shall be oriented to minimize harm to all aspects of the property's natural environment.

### **5.0 PARKING MANAGEMENT**

#### 5.1 PARKING MANAGEMENT

The contractor shall maintain continuous emergency vehicle access, on and around site, including but not limited to police, fire, and ambulance services. This includes projects adjacent to roads and alleys.

#### 5.2 STAGING AREAS

The project shall accommodate construction staging areas on site.

#### 5.3 CONSTRUCTION TRAILER, MATERIALS STORAGE, AND WASTE MANAGEMENT

Construction trailers, job materials storage, portable restrooms, waste management and recycling containers shall be stored on private property and not within ROW, without the required approvals.

### **6.0 TRAFFIC CONTROL**

#### 6.1 GENERAL

All traffic control operations shall be managed by the designated traffic control supervisor.

#### 6.2 HAUL ROUTES

Project haul routes shall be oriented to minimize traffic congestion and maximize pedestrian safety.

## **7.0 Reserved**

## **8.0 SEDIMENT AND EROSION CONTROL**

### **8.1 REQUIREMENTS**

The project shall employ Best Management Practices, which will minimize erosion and sediment transport.

- a. Stock piles must be protected with erosion control devices.
- b. County and near shore water inlets, gutters, swales and irrigation ditches shall be protected with erosion control devices and such protection maintained for the duration of the project.

## **9.0 Reserved**

## **10.0 EMISSIONS**

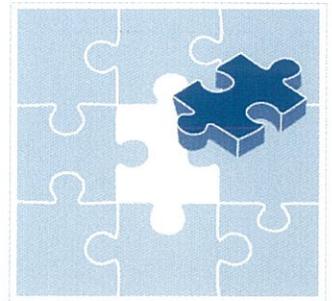
### **10.1 GENERAL**

All vehicles and equipment used on site will be properly maintained such that the engines will function within manufacture's standards or parameters.

## **11.0 NOISE SUPPRESSION**

### **11.1 GENERAL**

The noise limit for construction shall comply with any and all requirements of the County Code. All construction equipment shall be adequately muffled and maintained to minimize project noise.



05/16/14

Ms. Marnie Walterson  
Engineering Department  
FKAA  
PO Box 1239  
Key West, FL 33041-1239

**Re: 5180 Suncrest Road - Conditional Use**  
RE No. 00132690-000000 & 00132700-000000

Dear Ms. Walterson:

We are submitting a conditional use request on behalf of Suncrest Landing LLC. We have submitted an application to recognize the existing uses of light industrial and outdoor storage on the site. Site improvements will be made including storm water management, landscaping improvements, and wetland buffering. The recycling and solid waste handling will be by licensed haulers.

Included with this letter are a site plan, location map and aerial photo.

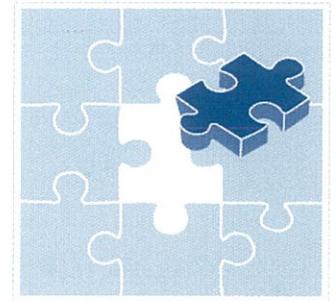
Please review the material, send any comments to Ms. Gail Creech:

Ms. Gail Creech  
Monroe County Planning Dept.  
2798 Overseas Highway  
Marathon, FL 33050

If you have any questions, please don't hesitate to call.

Sincerely,

Patrick Wright



05/16/14

Mr. Dale Finnegan  
Director of Electrical Operations  
PO Box 6100  
Key West, FL 33041-6100

**Re: 5180 Suncrest Road - Conditional Use**  
RE No. 00132690-000000 & 00132700-000000

Dear Mr. Finnegan:

We are submitting a conditional use request on behalf of Suncrest Landing LLC. We have submitted an application to recognize the existing uses of light industrial and outdoor storage on the site. Site improvements will be made including storm water management, landscaping improvements, and wetland buffering. The recycling and solid waste handling will be by licensed haulers.

Included with this letter are a site plan, location map and aerial photo.

Please review the material, send any comments to Ms. Gail Creech:

Ms. Gail Creech  
Monroe County Planning Dept.  
2798 Overseas Highway  
Marathon, FL 33050

If you have any questions, please don't hesitate to call.

Sincerely,

A handwritten signature in black ink, appearing to read 'Patrick Wright', written over a white background.

Patrick Wright

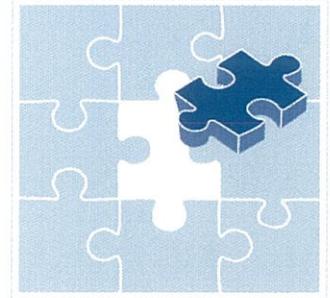


**Monroe County, Florida**  
**MCPA GIS Public Portal**

Printed: May 16, 2014

DISCLAIMER: The Monroe County Property Appraiser's office maintains data on property within the County solely for the purpose of fulfilling its responsibility to secure a just valuation for ad valorem tax purposes of all property within the County. The Monroe County Property Appraiser's office cannot guarantee its accuracy for any other purpose. Likewise, data provided regarding one tax year may not be applicable in prior or subsequent years. By requesting such data, you hereby understand and agree that the data is intended for ad valorem tax purposes only and should not be relied on for any other purpose.





05/16/14

Ms. Carol Cobb, Senior Administrator  
Monroe County Solid Waste  
1100 Simonton St., Suite 284  
Key West, FL 33040

**Re: 5180 Suncrest Road - Conditional Use**  
RE No. 00132690-000000 & 00132700-000000

Dear Ms. Cobb:

We are submitting a conditional use request on behalf of Suncrest Landing LLC. We have submitted an application to recognize the existing uses of light industrial and outdoor storage on the site. Site improvements will be made including storm water management, landscaping improvements, and wetland buffering. The recycling and solid waste handling will be by licensed haulers.

Included with this letter are a site plan, location map and aerial photo.

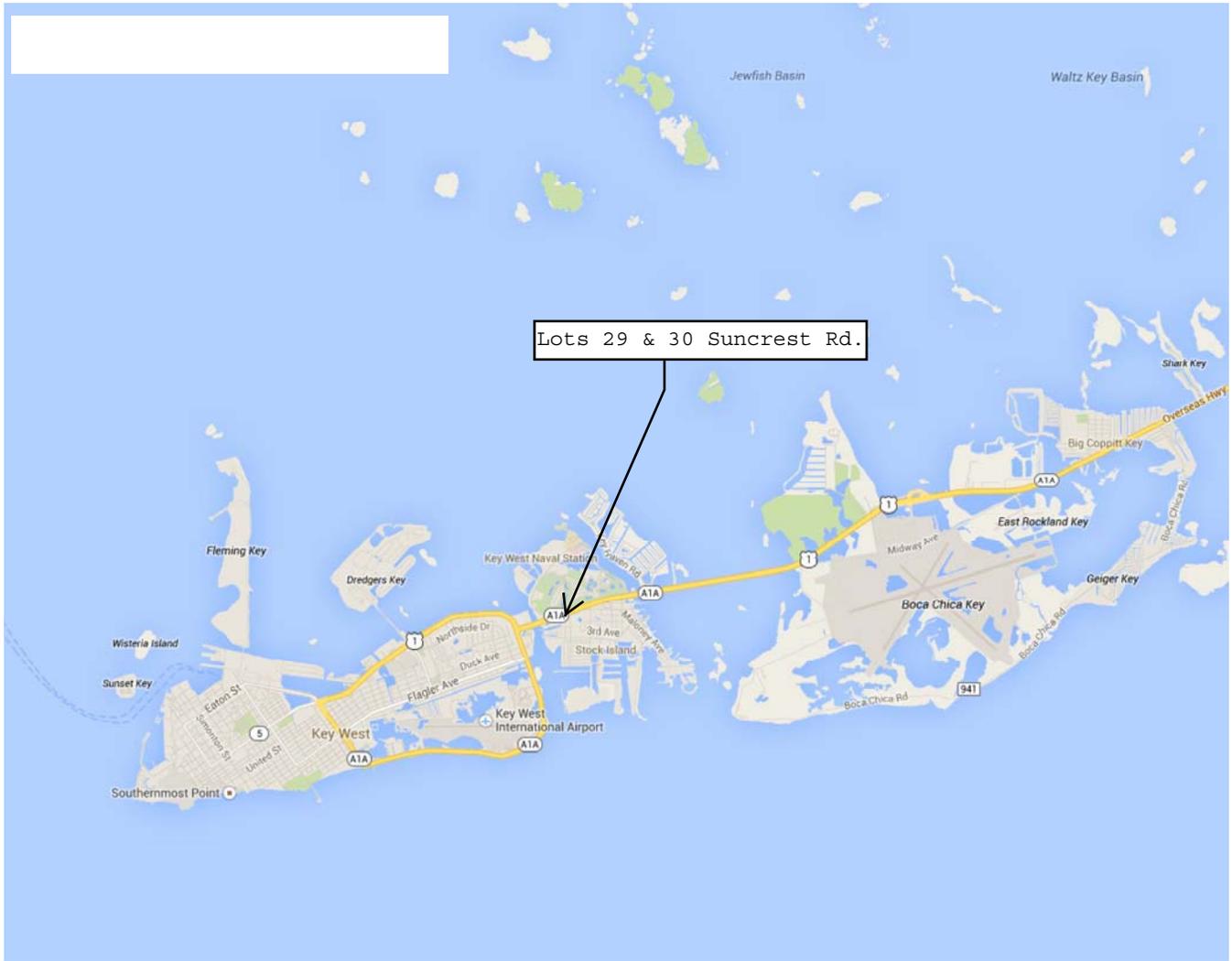
Please review the material, send any comments to Ms. Gail Creech:

Ms. Gail Creech  
Monroe County Planning Dept.  
2798 Overseas Highway  
Marathon, FL 33050

If you have any questions, please don't hesitate to call.

Sincerely,

Patrick Wright



P d s t j d d d d # 5347 # r r j d h 4 # :

7/25/13  
(Date)

I hereby authorize Trepanier & Associates Inc be listed as authorized agent  
(Name of Agent)

for Sam Holland, Suncrest Landing, LLC for the application submittal for  
(Name of Property Owner(s) the Applicant(s))

Property described as Lot: 29 & 30, Block \_\_\_\_\_,  
Subdivision: Sun Kest, Key (island): Stock Island  
and Real Estate number: 00132960-000000 & 00132700-000000

This authorization becomes effective on the date this affidavit is notarized and shall remain in effect until terminated by the undersigned. This authorization acts as a durable power of attorney only for the purposes stated.

The undersigned understands the risks and liabilities involved in the granting of this agency and accepts full responsibility for any and all of the actions of the agent named herein related to the processing of the services requested, application(s) and/or the acquisition of approvals/permits for the aforementioned applicant. The applicant(s) hereby indemnifies and holds harmless Monroe County, its officers, agents and employees for any damage to applicant caused by its agent or arising from this agency authorization.

**Note:** Authorization is needed from each owner of the subject property. Therefore, one or more authorization forms must be submitted with the application if there are multiple owners.

Sam Holland  
Property Owner(s) Signature

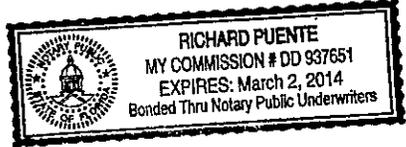
Sam Holland  
Printed Name of Owner(s)

NOTARY:  
STATE OF FLORIDA  
COUNTY OF MONROE

The foregoing instrument was acknowledged before me this 25 day of July, 2013.

\_\_\_\_\_ is personally known produced identification  
(Type of Identification), did / did not take an oath.

Richard Puente  
Notary



County of Monroe  
Growth Management Division

**Planning & Environmental Resources  
Department**

2798 Overseas Highway, Suite 410  
Marathon, FL 33050  
Voice: (305) 289-2500  
FAX: (305) 289-2536



**Board of County Commissioners**

Mayor Sylvia J. Murphy, District 5  
Mayor Pro Tem Danny L. Kolhage, Dist. 1  
George Neugent, District 2  
Heather Carruthers, District 3  
David Rice, District 4

Date: 4.25.14  
Time: \_\_\_\_\_

Dear Applicant:

This is to acknowledge submittal of your application for Minor  
Type of application

Suncrest Landing LLC to the Monroe County Planning Department.  
Project / Name

Thank you.

Stail Creech

Planning Staff



**Scott P. Russell, CFA**  
**Property Appraiser**  
**Monroe County, Florida**

Key West (305) 292-3420  
Marathon (305) 289-2550  
Plantation Key (305) 852-7130

**Property Record Card -**  
**Maps are now launching the new map application version.**

**Alternate Key: 1167151 Parcel ID: 00132690-000000**

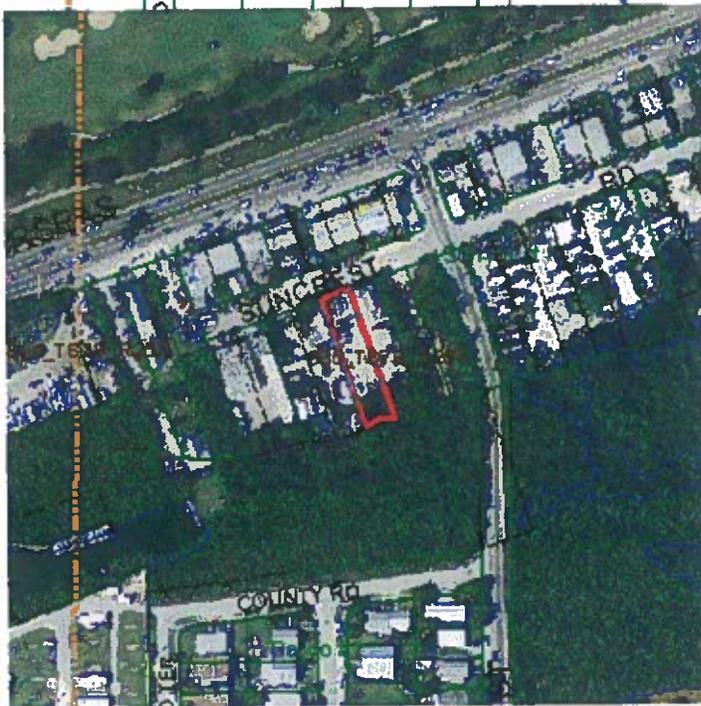
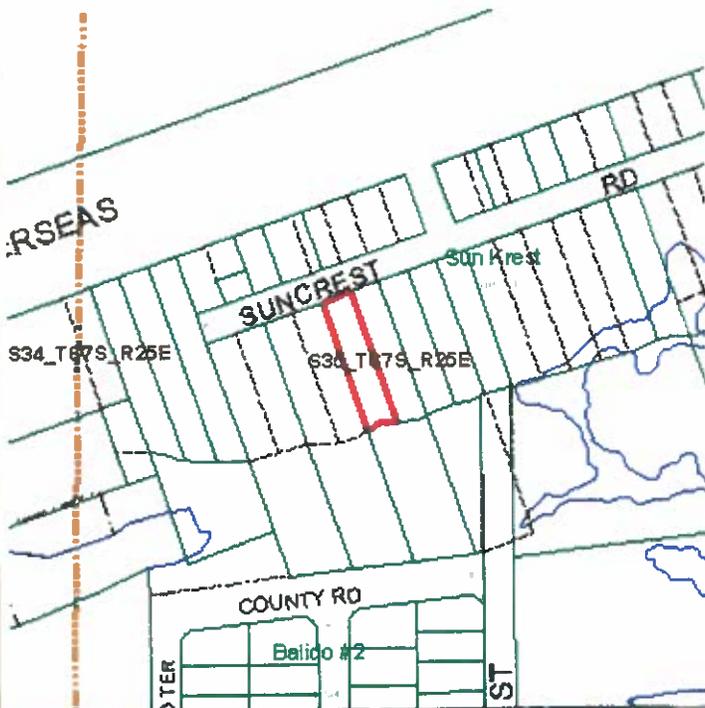
**Ownership Details**

**Mailing Address:**  
SUNCREST LANDING LLC  
625 TRUMAN AVE  
KEY WEST, FL 33040

**Property Details**

**PC Code:** 02 - MOBILE HOMES  
**Millage Group:** 110A  
**Affordable Housing:** No  
**Section-Township-Range:** 35-67-25  
**Property Location:** 5180 SUNCREST RD SOUTH STOCK ISLAND  
**Subdivision:** SUN KREST  
**Legal Description:** BK LT 29 SUNKREST STOCK ISLAND PB-1-107 OR42-416/419 OR806-2164 OR831-1132/1133 OR1971-767/68ORD(PROB#PC03-581) OR1982-1607/08(CTT)

[Click Map Image to open interactive viewer](#)



### Land Details

Land Use Code	Frontage	Depth	Land Area
100D - COMMERCIAL DRY	0	0	11,000.00 SF

### Building Summary

Number of Buildings: 1

Number of Commercial Buildings: 0  
 Total Living Area: 600  
 Year Built: 1975

### Building 1 Details

Building Type M1  
 Effective Age 85  
 Year Built 1975  
 Functional Obs 0

Condition P  
 Perimeter 124  
 Special Arch 0  
 Economic Obs 0

Quality Grade 50  
 Depreciation % 90  
 Grnd Floor Area 600

Inclusions: M1 includes 1 3-fixture bath and 1 kitchen.

Roof Type FLAT OR SHED  
 Heat 1 NONE  
 Heat Src 1 NONE

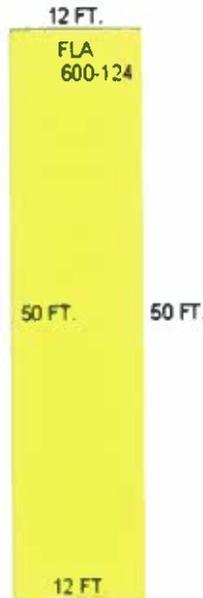
Roof Cover METAL  
 Heat 2 NONE  
 Heat Src 2 NONE

Foundation CONC BLOCK  
 Bedrooms 2

Extra Features:

2 Fix Bath 1  
 3 Fix Bath 0  
 4 Fix Bath 0  
 5 Fix Bath 0  
 6 Fix Bath 0  
 7 Fix Bath 0  
 Extra Fix 0

Vacuum 0  
 Garbage Disposal 0  
 Compactor 0  
 Security 0  
 Intercom 0  
 Fireplaces 0  
 Dishwasher 0



Sections:

Nbr	Type	Ext Wall	# Stories	Year Built	Attic	A/C	Basement %	Finished Basement %	Area
1	FLA	8:METAL/ALUM	1	1992	N	N	0.00	0.00	600

### Misc Improvement Details

Nbr	Type	# Units	Length	Width	Year Built	Roll Year	Grade	Life
1	MH2:TRAILER CABANA	150 SF	10	15	1974	1975	1	50
2	UB3:LC UTIL BLDG	100 SF	10	10	1974	1975	2	30
4	FN2:FENCES	300 SF	50	6	1989	1990	2	30

### Appraiser Notes

REMOVED UNWARRANTED SHAPE ADJUSTMENT  
 UNABLE TO GET ON PROPERTY 2001-04-10 THE NEGATIVE LAND ADJUSTMENT IS FOR THE FLOODING OF THE LOW LAND.DUG

### Parcel Value History

Certified Roll Values.

[View Taxes for this Parcel.](#)

Roll Year	Total Bldg Value	Total Misc Improvement Value	Total Land Value	Total Just (Market) Value	Total Assessed Value	School Exempt Value	School Taxable Value
2013	2,129	2,190	297,000	301,319	165,000	0	301,319
2012	2,911	2,190	269,587	150,000	150,000	0	150,000
2011	3,027	2,190	269,587	150,000	150,000	0	150,000
2010	4,653	2,190	219,794	150,000	150,000	0	150,000
2009	5,123	2,190	269,587	242,628	236,222	0	242,628
2008	4,658	2,190	207,900	214,748	214,748	0	214,748
2007	6,055	2,222	207,900	216,177	216,177	0	216,177
2006	6,986	2,264	192,500	201,750	201,750	0	201,750
2005	20,959	2,815	192,500	216,274	216,274	0	216,274
2004	17,466	2,925	61,600	81,991	81,991	0	81,991
2003	17,466	3,045	61,600	82,111	82,111	0	82,111
2002	25,306	3,154	61,600	90,060	90,060	0	90,060
2001	25,306	3,264	40,810	69,380	69,380	0	69,380
2000	25,306	3,582	40,810	69,698	69,698	0	69,698
1999	25,306	3,726	40,810	69,842	69,842	0	69,842
1998	12,653	1,935	40,810	55,398	55,398	0	55,398
1997	12,653	2,010	40,810	55,473	55,473	0	55,473
1996	12,653	2,082	40,810	55,545	55,545	0	55,545
1995	12,653	2,154	40,810	55,617	55,617	0	55,617
1994	12,653	2,229	40,810	55,692	55,692	0	55,692
1993	12,653	2,301	40,810	55,764	55,764	0	55,764
1992	0	0	40,810	40,810	40,810	0	40,810
1991	0	0	40,810	40,810	40,810	0	40,810
1990	0	0	27,720	27,720	27,720	0	27,720
1989	0	0	27,720	27,720	27,720	0	27,720
1988	0	0	27,720	27,720	27,720	0	27,720

1987	0	0	27,720	27,720	27,720	0	27,720
1986	0	0	25,025	25,025	25,025	0	25,025
1985	0	0	23,100	23,100	23,100	0	23,100
1984	0	0	23,100	23,100	23,100	0	23,100
1983	0	0	23,100	23,100	23,100	0	23,100
1982	0	0	6,917	6,917	6,917	0	6,917

### Parcel Sales History

NOTE: Sales do not generally show up in our computer system until about two to three months after the date of sale. If a recent sale does not show up in this list, please allow more time for the sale record to be processed. Thank you for your patience and understanding.

Sale Date	Official Records Book/Page	Price	Instrument	Qualification
3/5/2004	1982 / 1607	250,000	WD	M

This page has been visited 158,680 times.

Monroe County Monroe County Property Appraiser  
 Scott P. Russell, CFA  
 P.O. Box 1176 Key West, FL 33041-1176



**Scott P. Russell, CFA**  
**Property Appraiser**  
**Monroe County, Florida**

Key West (305) 292-3420  
Marathon (305) 289-2550  
Plantation Key (305) 852-7130

**Property Record Card -**  
**Maps are now launching the new map application version.**

**Alternate Key: 1167169 Parcel ID: 00132700-000000**

**Ownership Details**

**Mailing Address:**  
SUNCREST LANDING LLC  
625 TRUMAN AVE  
KEY WEST, FL 33040

**Property Details**

**PC Code:** 10 - VACANT COMMERCIAL  
**Millage Group:** 110A  
**Affordable Housing:** No  
**Section-Township-Range:** 35-67-25  
**Property Location:** VACANT LAND SOUTH STOCK ISLAND  
**Subdivision:** SUN KREST  
**Legal Description:** BK LT 30 SUNKREST STOCK ISLAND PB-1-107 OR42-416/419 OR806-2164 OR831-1132/1133 OR1971-767/768ORD(PROB#PC03-581)OR1982-1607/08(CTT)

**Click Map Image to open interactive viewer**



**Land Details**

Land Use Code	Frontage	Depth	Land Area
100D - COMMERCIAL DRY	0	0	11,000.00 SF

**Misc Improvement Details**

Nbr	Type	# Units	Length	Width	Year Built	Roll Year	Grade	Life
-----	------	---------	--------	-------	------------	-----------	-------	------

1	CA2:CARPORT	220 SF	0	0	1975	1976	1	50
2	FN2:FENCES	300 SF	50	6	1975	1976	2	30

### Appraiser Notes

2001-04-10 THE NEGATIVE LAND ADJUSTMENT IS FOR THE FLOODING OF THE LOW LAND.DUG

### Parcel Value History

Certified Roll Values.

[View Taxes for this Parcel.](#)

Roll Year	Total Bldg Value	Total Misc Improvement Value	Total Land Value	Total Just (Market) Value	Total Assessed Value	School Exempt Value	School Taxable Value
2013	0	1,080	314,314	315,394	112,735	0	315,394
2012	0	1,080	220,020	221,100	102,487	0	221,100
2011	0	1,080	220,020	221,100	93,170	0	221,100
2010	0	1,080	176,425	177,505	84,700	0	177,505
2009	0	1,080	369,600	77,000	77,000	0	77,000
2008	0	1,080	231,000	232,080	232,080	0	232,080
2007	0	904	207,900	208,804	208,804	0	208,804
2006	0	904	192,500	193,404	193,404	0	193,404
2005	0	928	192,500	193,428	193,428	0	193,428
2004	0	952	61,600	62,552	62,552	0	62,552
2003	0	977	61,600	62,577	62,577	0	62,577
2002	0	1,001	61,600	62,601	62,601	0	62,601
2001	0	1,025	40,810	41,835	41,835	0	41,835
2000	0	556	40,810	41,366	41,366	0	41,366
1999	0	572	40,810	41,382	41,382	0	41,382
1998	0	587	40,810	41,397	41,397	0	41,397
1997	0	603	40,810	41,413	41,413	0	41,413
1996	0	618	40,810	41,428	41,428	0	41,428
1995	0	633	40,810	41,443	41,443	0	41,443
1994	0	649	40,810	41,459	41,459	0	41,459
1993	0	676	40,810	41,486	41,486	0	41,486
1992	0	451	40,810	41,261	41,261	0	41,261
1991	0	451	40,810	41,261	41,261	0	41,261
1990	0	451	27,720	28,171	28,171	0	28,171
1989	0	451	27,720	28,171	28,171	0	28,171
1988	0	451	27,720	28,171	28,171	0	28,171
1987	0	451	27,720	28,171	28,171	0	28,171
1986	0	451	25,025	25,476	25,476	0	25,476
1985	0	451	23,100	23,551	23,551	0	23,551
1984	0	451	23,100	23,551	23,551	0	23,551

1983	0	451	23,100	23,551	23,551	0	23,551
1982	0	451	6,761	7,212	7,212	0	7,212

### Parcel Sales History

NOTE: Sales do not generally show up in our computer system until about two to three months after the date of sale. If a recent sale does not show up in this list, please allow more time for the sale record to be processed. Thank you for your patience and understanding.

Sale Date	Official Records Book/Page	Price	Instrument	Qualification
3/5/2004	1982 / 1607	1	WD	M

This page has been visited 158,679 times.

Monroe County Monroe County Property Appraiser  
 Scott P. Russell, CFA  
 P.O. Box 1176 Key West, FL 33041-1176

MCPA GIS Public Portal  
Scott P. Russell, CFA

- **Pan**
- [Legend](#)
- **Zoom In**

MCPA GIS Public Portal  
Major Roads

**Zoom Out**

Monroe Outline  
**Address**

Subdivisions  
**Find**

Section Lines

**Identify**

SECTION TEXT

• **Select**

Parcels  
**Buffer**

Shoreline

• **Measure**

Lot Lines

• **Print**

Hooks Leads

[Help](#)  
Click on our [Getting Started](#) tutorial!

- 2014 Condo
- Expand All
- 2013 Condo
  - MCPA GIS Public Portal
  - Monroe Overlay
- 2012 Condo
  - Subdivisions
  - Section Lines
- 2011 Condo
  - Parcels
  - Shoreline
  - Lot Lines
- 2010 Condo
  - Hooks Leads
  - Easements
- 2009 Condo
  - Text Displays
  - Qualified Condo Sales
  - Qualified Sales
- 2008 Condo
  - Transportation
- 2014 Sales
- 2013 Sales
- 2012 Sales
- 2011 Sales
- 2010 Sales
- 2009 Sales
- 2008 Sales
- Road Centerline

Road Block Name

Right of Way

Zoom-in Zoom-in to a defined extent...  
 Zoom-out Zoom-out to a defined extent...  
 Full Extent Zoom to the full extent tool was clicked!  
 Fields: 34,353,65 City.org code: 01,350,62 Clear

Basemap Select a basemap Show distances in feet and areas in square feet

Search:

OBJECTID	SDE.DBO.W_PARCELS.ID	SDE.DBO.W_PARCELS.RECHAR	SDE.DBO.W_PARCELS.GEO_FEAT
41511	132610	00132610-000000	10917
24589	123500	00123500-000000	10964
57364	132650	00132650-000000	10943

Labels - GC

5158 OVERSEAS LLC  
5158 US HIGHWAY 1  
KEY WEST, FL 33040-4324

B D LAND CO LLC  
C/O DEDEK JEANETTE 705 SEA DUCK DR  
DAYTONA BEACH, FL 32119-8711

BERARD RICHARD L  
PO BOX 683  
KEYSTONE HEIGHTS, FL 32656-0683

BETANCOURT DELORES  
400 BALIDO TER  
KEY WEST, FL 33040-5704

BOUNTY FISHERIES LTD  
C/O RAYVAN CORPORATION 119 CALLE  
ENSUENO  
MARATHON, FL 33050

BROGLI ALBERTA  
2812 SEIDENBERG AVE  
KEY WEST, FL 33040

BURKE NARVYE C  
420 COUNTY RD  
KEY WEST, FL 33040-5729

CONCH CONTRADA L C  
C/O TREVOR DOUGLAS 500 EBERWHITE BLVD  
ANN ABBOR, MI 48103

CURRY SARAH DOROTHEA  
399 BALIDO STREET  
KEY WEST, FL 33040

DAVID C MURRAY REV TR 11/16/9  
C/O MURRAY DAVID J AND MARY C TRUSTEES  
411 CACTUS DR  
KEY WEST, FL 33040

DEIHL FAMILY LLC  
402 BALIDO TER  
KEY WEST, FL 33040-5704

G & L ENTERPRISES OF THE FLORIDA KEYS 1  
LLC  
5216 US HWY ONE  
KEY WEST, FL 33040

G AND JP LLC  
5236 SUNCREST RD  
KEY WEST, FL 33040-5899

GROSSMAN LYNN REV TRUST 10/29/96  
1016 FLAGLER AVE  
KEY WEST, FL 33040-4816

HALL ERIC E AND SABRINA V  
307 CROSS ST  
KEY WEST, FL 33040-5709

HENTZ MICHAEL AND SUZANNE  
301 CROSS ST  
KEY WEST, FL 33040

HOMERSTON JEROMY  
397 BALIDO ST  
KEY WEST, FL 33040-5701

LIBBEN CO  
199 LAFAYETTE ST  
DENVER, CO 80218

LIPPI ANDREW  
32 DRIFTWOOD DR  
KEY WEST, FL 33040-6233

LOPEZ GLENWOOD R AND MICHELE R  
396 BALIDO ST  
KEY WEST, FL 33040-5702

MONROE COUNTY  
500 WHITEHEAD STREET  
KEY WEST, FL 33040

MONROE COUNTY ROAD  
500 WHITEHEAD ST  
KEY WEST, FL 33040

MORGAN GERALD  
3825 DUCK AVE  
KEY WEST, FL 33040-4522

MURRAY MARY C REVOCABLE TRUST  
11/16/1995  
411 CACTUS DR  
KEY WEST, FL 33040-6213

PLA GERALD AND KATHERINE  
12 CACTUS DR  
KEY WEST, FL 33040-5632

REUTER WILLIAM H JR  
3 KEY HAVEN TER  
KEY WEST, FL 33040

SANER JAMES R II AND KIRA L  
401 BALIDO ST  
KEY WEST, FL 33040-5701

SAUNDERS SILAS S SR AND VINA MAE  
424 COUNTY RD  
KEY WEST, FL 33040-5729

SOMMERS VAUGHN L AND GWENDOLYN M  
303 CROSS ST  
KEY WEST, FL 33040-5709

SUMMERS DWAYNE L/E  
305 CROSS ST  
KEY WEST, FL 33040-5709

Labels pg 1 of 2

SUNCREST INVESTORS LLC  
1010 KENNEDY DR STE 302  
KEY WEST, FL 33040-4133

SUNCREST MINI-SELF STORAGE LLC  
PO BOX 6002  
KEY WEST, FL 33041-6002

SUTTON MAXIE AND ROZENIA  
400 BALIDO ST  
KEY WEST, FL 33040-5702

WARD-GRANT PEGGY  
410 COUNTY RD  
KEY WEST, FL 33040-5703

Labels - Pg 2 of 2

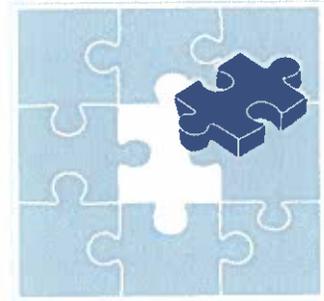
**End of Additional File 2014-052**

4/18/2014

Mr. Matthew Coyle, Planner  
Monroe County Planning and Environmental Resources  
2798 Overseas Hwy. Suite 400  
Marathon FL, 33040

**RE: Minor Conditional Use**  
**RE No. 00132700-000000, Lot 30 Suncrest Subdivision**

TREPANIER



& ASSOCIATES INC  
LAND USE PLANNING  
DEVELOPMENT CONSULTANTS

Dear Mr. Coyle:

Please accept this as a formal request for a minor conditional use.

According to the available records this site has a historical light industrial conditional use pursuant to Sec. 101-4(c). These uses have continuously operated at the site since prior to 1986.

The property owner intends to continue the light industrial uses on the property but also make improvements to the property consistent with Sec. 130-88(c) (7).

Thank you for your time and consideration with this matter.

Thank you.

Patrick Wright





**APPLICATION**

**Land Use District Designation of Property:**     MU Mixed Use      
**Present Land Use of Property:**     Light industrial and Outdoor Storage      
**Proposed Land Use of Property:**     Light industrial and Outdoor Storage      
**Total Area of Property:**     21,700 sq ft      
**Total Upland Area within Property:**     16,500 sq ft    

**If non-residential or commercial floor area is proposed, please provide:**

    NA     Total number of non-residential buildings  
    NA     Total non-residential floor area in square feet

**If residential dwelling units are proposed, please provide:**

    NA     Total number of residential buildings  
    NA     Total number of permanent, market-rate units  
    NA     Total number of permanent, affordable units  
    NA     Total number of transient units (hotel, recreational vehicle and/or campground)

**Has a previous application been submitted for this site within the past two years?** Yes      No     

**All of the following must be submitted in order to have a complete application submittal:**  
(Please check as you attach each required item to the application)

- Completed application form
- Correct fee (check or money order to Monroe County Planning & Environmental Resources)
- Proof of ownership (i.e. Warranty Deed)
- Current property record card(s) from the Monroe County Property Appraiser
- Photograph(s) of site from adjacent roadway
- Written description of project
- Signed and Sealed Boundary Survey, prepared by a Florida registered surveyor – 6 sets (at a minimum, survey should include elevations; all existing structures, paved areas and utility structures; all bodies of water on the site and adjacent to the site; total acreage; and total acreage by habitat)
- Signed and Sealed Site Plan, prepared by a Florida registered architect, engineer or landscape architect– 6 sets (drawn to a scale of 1:10 or 1:20). At a minimum, the site plan should include the following:
  - Date, north point and graphic scale
  - Boundary lines of site, including all property lines and mean high-water lines shown in accordance with Florida Statutes
  - All attributes from the boundary survey
  - Future Land Use Map (FLUM) designation(s) of the site
  - Land Use (Zoning) District designation(s) of site
  - Tier designation(s) of the site
  - Flood zones pursuant to the Flood Insurance Rate Map

## APPLICATION

- Setback lines as required by the Land Development Code
  - Locations and dimensions of all existing and proposed structures, including all paved areas and clear site triangles
  - Size and type of buffer yards and parking lot landscaping areas, including the species and number of plants (*unless a separate landscape plan showing such is submitted*)
  - Extent and area of wetlands, open space preservation areas and conservation easements
  - Delineation of habitat types to demonstrate buildable area on the site, including any heritage trees identified and any potential species that may use the site (certified by an approved biologist and based on the most current professionally-recognized mapping by the U.S. Fish and Wildlife Service) (*unless a separate landscape plan showing such is submitted*)
  - Location of fire hydrants or fire wells
  - The location of public utilities, including location of the closest available water supply system or collection lines and the closest available wastewater collection system or collection lines (with wastewater system provider) or on-site system proposed to meet required County and State of Florida wastewater treatment standards
  - A table providing the total land area of the site, the total buildable area of the site, the type and square footage of all nonresidential land uses, the type and number of all residential dwelling units, the amounts of impervious and pervious areas, and calculations for land use intensity, open space ratio, and off-street parking
- Landscape Plan by a Florida registered landscape architect – 6 sets (may be shown on the site plan; however, if a separate plan, drawn to a scale of 1:10 or 1:20). At a minimum, the landscaping plan should include the following:
- Date, north point and graphic scale
  - Boundary lines of site, including all property lines and mean high-water lines shown in accordance with Florida Statutes
  - Locations and dimensions of all existing and proposed structures, including all paved areas
  - Open space preservation areas
  - Existing natural features
  - Size and type of buffer yards including the species, size and number of plants
  - Parking lot landscaping including the species, size and number of plants
  - Specimen trees, or threatened and endangered plants to be retained and those to be relocated or replaced
  - Transplantation plan (if required)
- Stormwater/ Surface Water Management Plan – 6 sets (including existing and proposed topography, all drainage structures, retention areas, drainage swales and existing and proposed permeable and impermeable areas)
- Building Floor Plans for all proposed structures and for any existing structures to be redeveloped – 6 sets (drawn at an appropriate standard architectural scale)
- Building Elevations for all proposed structures and for any existing structures to be modified – 6 sets (with the elevations of the following features referenced to NGVD: existing grade; finished grade; finished floor elevations (lowest supporting beam for V-zone development); roofline; and highest point of the structure)
- Traffic Study, prepared by a licensed traffic engineer
- Transportation fee of \$5,000 to cover the cost of experts hired by the Growth Management Division to review the traffic study (any unused funds deposited will be returned upon permit approval)
- Construction Management Plan, stating how impacts on near shore water and surrounding property will be managed (i.e. construction barriers, hay bales, flagging)
- Typed name and address mailing labels of all property owners within a 300 foot radius of the property. This list should be compiled from the current tax rolls of the Monroe County Property Appraiser. In the event that a condominium development is within the 300 foot radius, each unit owner must be included

APPLICATION

- Radius report from Monroe County Property Appraiser supporting the required labels
- Proof of Coordination are required from the following:
  - Florida Keys Aqueduct Authority (FKAA)
  - Florida Keys Electric Cooperative (FKEC) or Keys Energy Services
  - Monroe County Office of the Fire Marshal
  - Monroe County Solid Waste Management
  - Florida Department of Health if wastewater flows are less than or equal to 5,000 gallons per day or Florida Department of Environmental Protection if wastewater flows exceed 5,000 gallons per day

If applicable, the following must be submitted in order to have a complete application submittal:

- Notarized Agent Authorization
- Vegetation Survey or Habitat Evaluation Index
- Construction Phasing Plan
- Additional Proof of Coordination may be required for your project, please contact with the Planning & Environmental Resources Department to identify other agencies expected to review the project. Other agencies may include, but are not limited to:
  - Key West Resort Utilities
  - Key Largo Wastewater Treatment District (KLWTD)
  - South Florida Water Management District (SFWMD)
  - Florida Department of Transportation (FDOT)
  - Florida Department of Environmental Protection (FDEP)
  - Florida Department of State, Division of Historic Resources
  - Florida Game and Freshwater Fish Commission (FGFFC)
  - U.S. Army Corps of Engineers (ACOE)
  - U.S. Fish and Wildlife Service (USFW)

If deemed necessary to complete a full review of the application, the Planning & Environmental Resources Department reserves the right to request additional information.

\* \* \* \* \*  
I, the Applicant, certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate.

Signature of Applicant:  Date: 4-21-14

Sworn before me this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public  
My Commission Expires

Please send the complete application package to the Monroe County Planning & Environmental Resources Department, Marathon Government Center, 2798 Overseas Highway, Suite 400, Marathon, FL 33050.

SITE DATA	
1. ZONING:	MU
2. FLUM:	MC - MIXED USE COMMERCIAL
3. SETBACKS:	FRONT 25' SIDE 10'/15' REAR 25'
4. FEMA FLOOD ZONE:	AE9
5. DISTRICT BOUNDARY MU TO NA:	CLASS B BUFFER YARD
6. TIER DESIGNATION:	TIER III
7. PERVIOUS AREA:	16,520 S.F. / IMPERVIOUS AREA: 680 S.F.

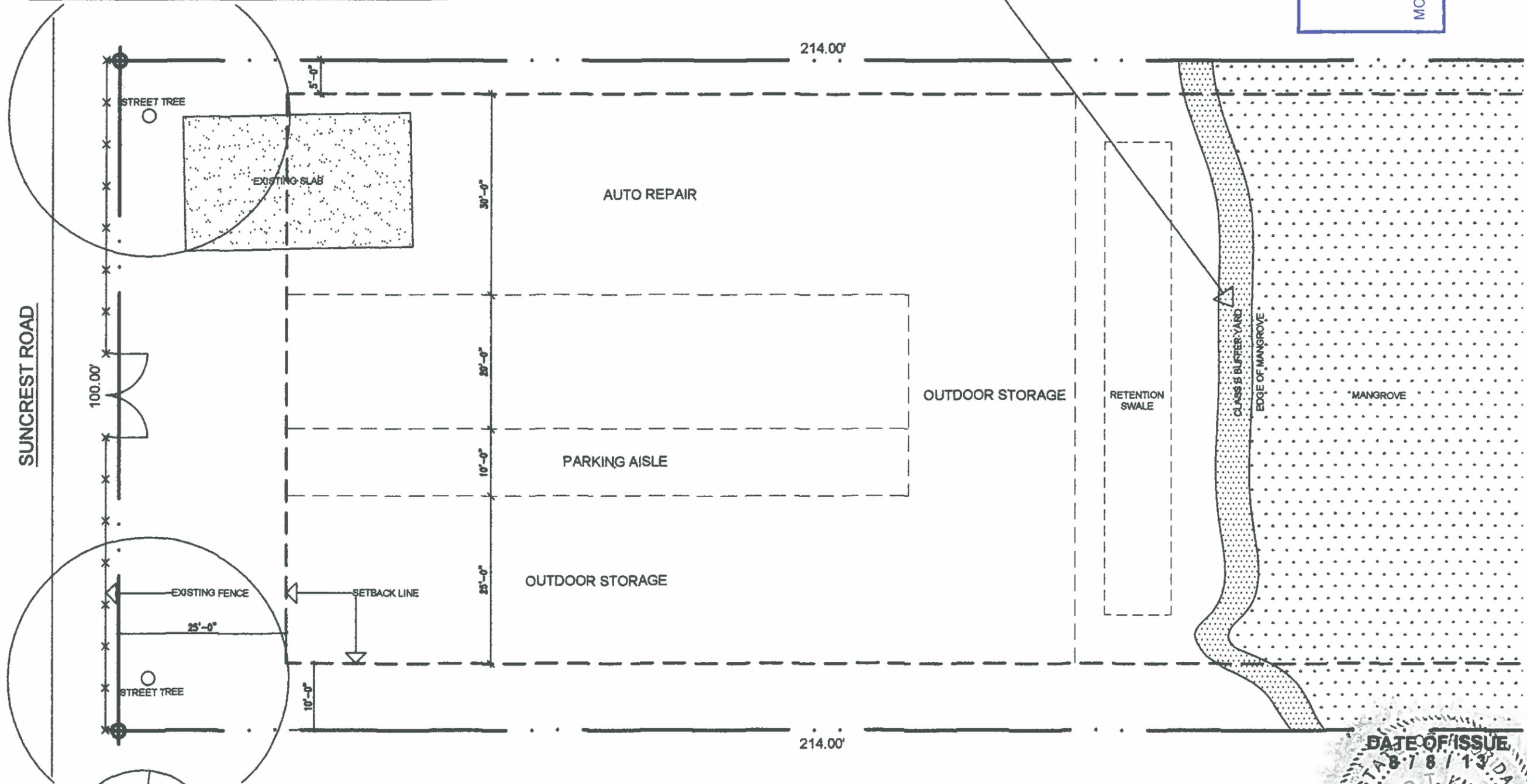
5 FT. BUFFER CONTAINING THE FOLLOWING PLANT MATERIAL:

3 CANOPY TREES SUCH AS BUTTWOOD, WILLOW BAUSTIC OR MILKBARK

1 UNDERSTORY TREE SUCH AS GEIGER TREE, PRINCEWOOD OR STAINLEAF

10 SHRUBS SUCH AS RED SNAPPER, WILD COTTON OR BAHAMA CASSIA

RECEIVED  
 JUN - 4 2014  
 2014-052  
 MONROE CO. PLANNING DEPT



SITE PLAN FOR:  
**SUNCREST LANDING**  
 STOCK ISLAND, FLORIDA

**DAVID KNOLL**  
 ARCHITECT  
 KEY WEST, FL. (305) 745-6617



# SITE PLAN

1/16" = 1'-0"



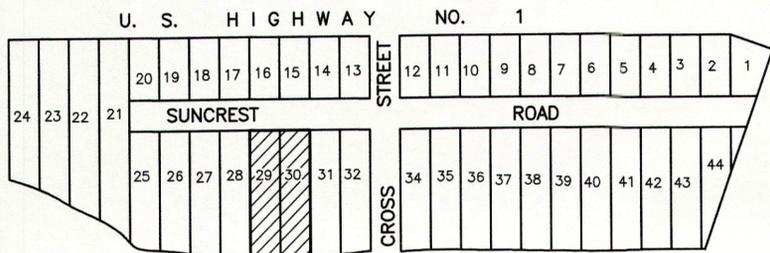
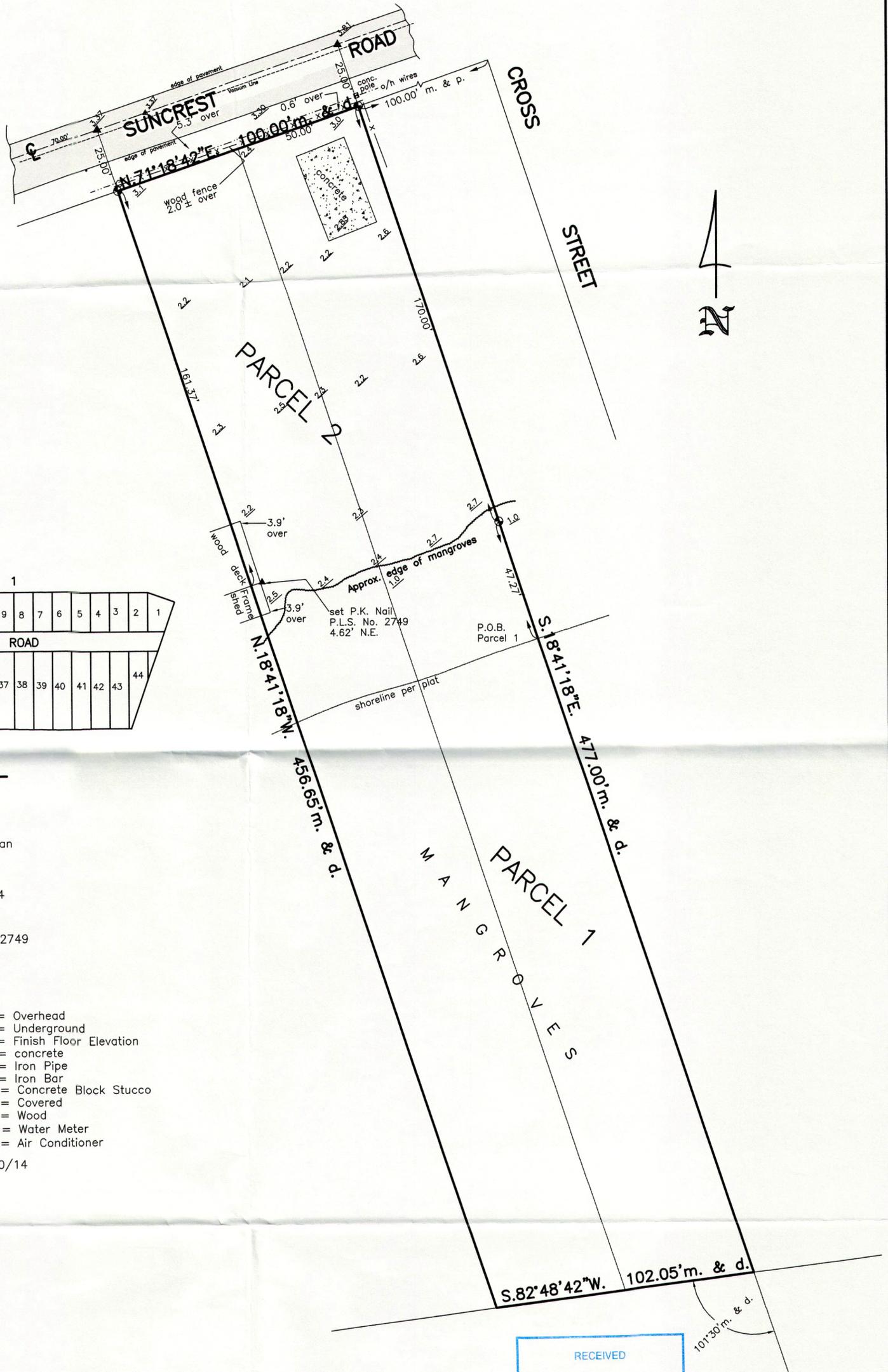
1

**LEGAL DESCRIPTION:**

**PARCEL 1:**  
A parcel of submerged land in Section 34, Township 67 South, Range 25 East, Monroe County, Florida, described as follows:

COMMENCING AT THE Northeast corner of Lot 30, Suncrest Subdivision, as recorded in Plat Book 1, Page 107, of the Public Records of Monroe county, Florida, run Southerly along the East line of said Lot 30 a distance of 217 feet, more or less, to the shoreline, the Point of Beginning of the parcel hereinafter described, said Point of Beginning being the Southeast corner of said Lot 30. From said Point of Beginning continue Southerly along the East line of Lot 30 extended for a distance of 260 feet to a Point; thence with a deflected angle to the right of 101 degrees and 3', run Westerly for a distance of 102.05 feet, more or less, to a point on the West line, extended, of Lot 29 of said subdivision; thence run Northerly along the West line, extended, of Lot 29 for a distance of 221 feet, more or less, to a point on the shoreline, said point being the Southwest corner of Lot 29; thence meander along the shoreline in a Easterly direction back to the Point of Beginning.

**Parcel 2:**  
On the Island of Stock Island, and being Lots Twenty nine (29) and Thirty (30) of Sun Krest Subdivision, a subdivision of part of Lot 1, Section 34, township 67 South, Range 25 East; according to a plat thereof recorded in Plat Book 1, Page 107, of Monroe County, Florida Records.



**LOCATION MAP**  
SUNKREST PLAT (1/107)

**SURVEYOR'S NOTES:**

North arrow based on plat assumed median  
Reference Bearing: R/W U.S. No. 1  
3.4 denotes existing elevation  
Elevations based on N.G.V.D. 1929 Datum  
Bench Mark No.: R-397 Elevation: 8.234

**Monumentation:**

- ⊙ = set 1/2" Iron Pipe, P.L.S. No. 2749
- △ = Set P.K. Nail, P.L.S. No. 2749
- ▲ = Found P.K. Nail

**Abbreviations:**

- |                       |                                 |
|-----------------------|---------------------------------|
| Sty. = Story          | o/h = Overhead                  |
| R/W = Right-of-Way    | u/g = Underground               |
| fd. = Found           | F.F.L. = Finish Floor Elevation |
| p. = Plat             | conc. = concrete                |
| m. = Measured         | I.P. = Iron Pipe                |
| N.T.S. = Not to Scale | I.B. = Iron Bar                 |
| ⊙ = Centerline        | C.B.S. = Concrete Block Stucco  |
| Elev. = Elevation     | cov'd. = Covered                |
| B.M. = Bench Mark     | wd. = Wood                      |
| P.B. = Plat Book      | w.m. = Water Meter              |
| pg. = page            | A/C = Air Conditioner           |

Field Work performed on: 5/30/14

RECEIVED  
JUN - 4 2014  
2014-052  
MONROE CO. PLANNING DEPT

**CERTIFICATION:**

I HEREBY CERTIFY that the attached BOUNDARY SURVEY is true and correct to the best of my knowledge and belief; that it meets the minimum technical standards adopted by the Florida Board of Land Surveyors, Chapter 5J-17, Florida Statute, Section 472.027, and the American Land Title Association, and that there are no visible encroachments unless shown hereon.

FREDERICK H. HILDEBRANDT  
Professional Land Surveyor & Mapper No. 2749  
Professional Engineer No. 36810  
State of Florida

NOT VALID UNLESS EMBOSSED WITH RAISED SEAL & SIGNATURE

Suncrest Landing, LLC 5180 Suncrest Road, Stock Island, Fl.			
BOUNDARY SURVEY		Dwn No.: 14-269	
Scale: 1"=30'	Ref. 175-35 file	Flood panel No. 1528 K	Dwn. By: F.H.H.
Date: 3/1/04	Flood Zone: AE	Flood Elev. g'	
REVISIONS AND/OR ADDITIONS			
7/22/08 Updated, grades			
5/30/14: Updated, no changes			
c:/dwg/stockisland/suncrest			

**ISLAND SURVEYING INC.**  
ENGINEERS PLANNERS SURVEYORS  
3152 Northside Drive  
Suite 201  
Key West, Fl. 33040  
(305) 293-0466  
Fax. (305) 293-0237  
fhildeb1@bellsouth.net  
L.B. No. 7700



## MEMORANDUM

### MONROE COUNTY PLANNING & ENVIRONMENTAL RESOURCES DEPARTMENT

To: The Development Review Committee &  
Townshley Schwab, Sr. Director of Planning and Environmental Resources

From: Reynaldo Ortiz, Assoc. AIA, AICP, Planning & Bio Plans Examiner Supervisor

Date: June 16, 2014

Subject: *Request for a Preliminary Plat for Habitat at Mandalay being a Replat of a Portion of Block 3, Mandalay, Plat Book 1, Page 194, of the Public Records of Monroe County, Florida, located on Key Largo on property having Real Estate #00554720.000000, #00554720.000100 and #00554720.000200 (File #2013-001)*

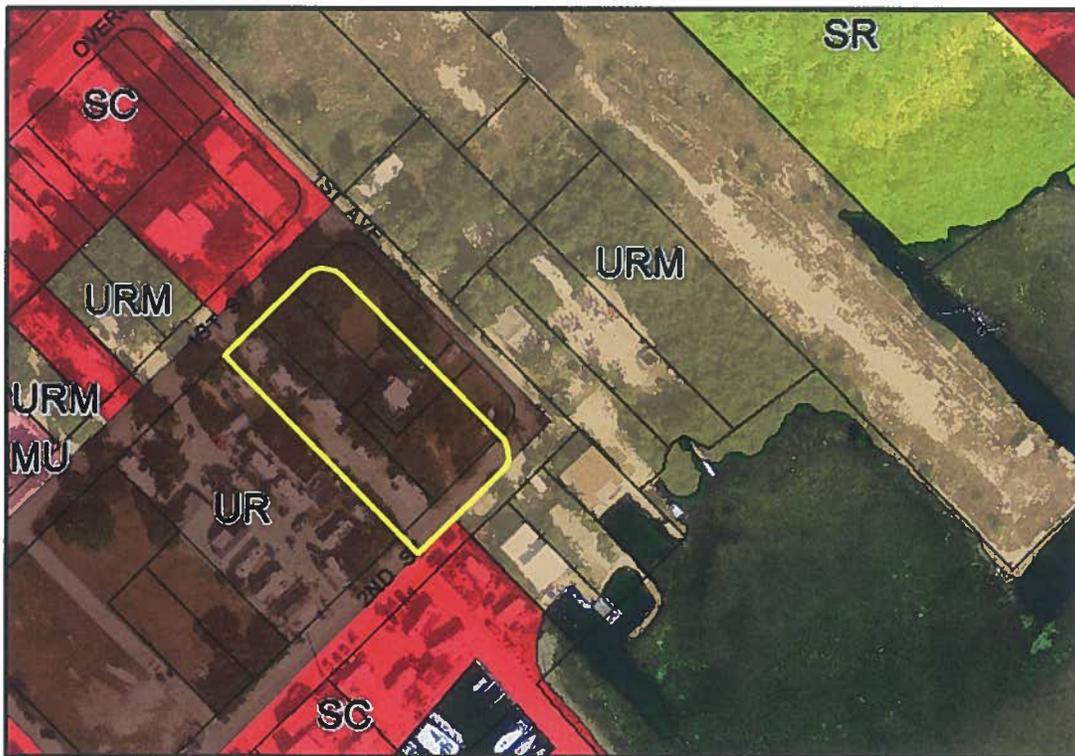
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**Meeting: June 25, 2014**

---

1  
2 I REQUEST:  
3

4 The applicant is requesting approval for a preliminary plat being a replat of a previously  
5 approved and recorded plat of approximately 0.71 acres of land into 7 residential lots.  
6



28 Subject Property with Land Use Districts Overlaid (Aerial dated 2012)  
29  
30

1 Location:

2 Address: 23 East 1<sup>st</sup> Street, Key Largo, approximate mile marker 96 (Atlantic Ocean side  
3 of US 1)

4 Legal Description: A Portion of Block 3, Mandalay (Plat Book 1, Page 194)

5 Real Estate (RE) Numbers: 00554720.000000, 00554720.000100, and 00554720.000200  
6  
7  
8

9 Applicant:

10 Owner: Monroe County

11 Agent: Habitat for Humanity of the Upper Keys  
12  
13  
14

15 **II RELEVANT PRIOR COUNTY ACTIONS:**

16  
17 The county-owned site is currently being developed with 7 affordable housing units. Two  
18 units have been completed and two additional units are under construction. The remaining  
19 three units have not been permitted for construction at this time.  
20

21 Building Permit #123-2632 was issued in 2012 and a Certificate of Occupancy was issued  
22 June, 5 2013 for an affordable single family residence.  
23

24 Building Permit #133-1706 was issued in 2013 and a Certificate of Occupancy was issued  
25 January 15, 2014 for an affordable single family residence.  
26

27 Building Permit #143-0526 was issued in 2014 for an affordable single family residence; a  
28 Certificate of Occupancy has not been issued.  
29

30 Building Permit #143-0527 was issued in 2014 for an affordable single family residence; a  
31 Certificate of Occupancy has not been issued.  
32

33 In addition, several other miscellaneous building permits are on file for improvements to the  
34 property.  
35

36 On May 20, 2009, the BOCC approved an Occupancy Agreement and 99 year lease.  
37

38 On July 15, 2009, Resolution 210-2009 was signed clarifying Resolution #184-2007 and  
39 Resolution 083-2009 reserving and setting aside 14 affordable housing ROGO allocations.  
40

41 On April 21, 2010, the BOCC approved the First Amendment to the Occupancy Agreement  
42 and Ground Lease to 100 years.  
43

44 On March 21, 2012, the BOCC approved the Second Amendment to the Occupancy  
45 Agreement and Ground Lease.  
46

47 On June 20, 2012, Resolution #171A-2012 was signed approving the waiver of building  
48 permit fees for Habitat for Humanity of the Upper Keys for the affordable housing project.  
49

1 On May 15, 2013, the BOCC granted approval of the Third Amendment to the Occupancy  
2 Agreement and Ground Lease to allow Lessee to plat the leased property for construction of  
3 seven single family homes and act as agent for Monroe County, Lessor and Owner.  
4

5 The application was reviewed by the Development Review Committee on June 24, 2014.  
6

7 **III BACKGROUND INFORMATION:**  
8

- 9 A. Size of Site: 30,984 SF (0.71 acres)
- 10 B. Land Use District: Urban Residential (UR)
- 11 C. Future Land Use Map (FLUM) Designation: Residential High (RH)
- 12 D. Tier Designation: Tier III
- 13 E. Flood Zone: AE – EL 8 and AE – EL 9
- 14 F. Existing Use: Single Family Residential
- 15 G. Existing Vegetation / Habitat: Scarified
- 16 H. Community Character of Immediate Vicinity: Mixed Use; commercial retail, office,  
17 marina and single-family residential
- 18 I. Proposed number of lots: 7
- 19 J. Proposed average size of lots: 4,430 SF
- 20 K. Proposed minimum lot size: 3,766 SF

21  
22 **IV REVIEW OF APPLICATION:**  
23

24 MCC §110-97 provides the standards which are applicable to all plat approvals. When  
25 considering applications for a plat, staff and the Planning Commission shall consider the  
26 extent to which:  
27

- 28 A. *No preliminary or final plat shall be approved unless the plat is consistent with the*  
29 *purposes, goals and objectives of the Comprehensive Plan, MCC chapter 110, applicable*  
30 *provisions of state law, the provisions governing the development of land set forth in*  
31 *MCC chapter 130, and the procedures set forth in MCC chapter 110, article IV:*  
32

33 The proposed plat is consistent with the purposes, goals, objectives and standards of the  
34 RH future land use category.  
35

36 Policies from the Monroe County Year 2010 Comprehensive Plan that directly pertain to  
37 the proposed plat include:  
38

39 Policy 101.4.4: The principal purpose of the Residential High category is to provide  
40 for high-density single-family, multi-family, and institutional residential  
41 development, including mobile homes and manufactured housing, located near  
42 employment centers. In addition, Monroe County shall adopt Land Development  
43 Regulations which allow nonresidential uses that Goals, Objectives and Policies –  
44 Future Land Use 3.1-17 were listed as a permitted use in the Land Development  
45 Regulations that were in effect immediately prior to the institution of the 2010  
46 Comprehensive Plan, and that lawfully existed on such lands on January 4, 1996 to

1 develop, redevelop, reestablish and/or substantially improve provided that the use is  
2 limited in intensity, floor area, density and to the type of use that existed on January  
3 4, 1996 or limited to what the pre-2010 LDR's allowed, whichever is more restricted.  
4

5 Policy 101.19.1: The County shall not approve plats for residential use unless a  
6 review of the proposed plat shows that the plat will meet all requirements of the  
7 comprehensive plan and land development regulations.  
8

9 Policy 101.19.2: Monroe County shall require that, upon approval, all plats include  
10 the following notice:  
11

12 NOTICE TO LOT PURCHASERS AND ALL OTHER CONCERNED  
13 INDIVIDUALS  
14

15 Purchase of a platted lot shown hereon confers no right to build any structure on such  
16 lot, nor to use the lot for any particular purpose, nor to develop the lot. The  
17 development or use of each lot is subject to, and restricted by, the goals, objectives,  
18 and policies of the adopted comprehensive plan and land development regulations  
19 implementing the plan; therefore, no building permits shall be issued by the County  
20 unless the proposed development complies with the comprehensive plan and land  
21 development regulations.  
22

23 Policy 105.2.1(3): Infill Area (Tier III): Any defined geographic area, where a  
24 significant portion of land area is not characterized as environmentally sensitive as  
25 defined by this Plan, except for dispersed and isolated fragments of environmentally  
26 sensitive lands of less than four acres in area, where existing platted subdivisions are  
27 substantially developed, served by complete infrastructure facilities, and within close  
28 proximity to established commercial areas, or where a concentration of non-  
29 residential uses exists, is to be designated as an Infill Area. New development and  
30 redevelopment are to be highly encouraged, except within tropical hardwood  
31 hammock or pineland patches of an acre or more in area, where development is to be  
32 discouraged. Within an Infill Area are typically found: platted subdivisions with 50  
33 percent or more developed lots situated in areas with few sensitive environmental  
34 features; full range of available public infrastructure in terms of paved roads, potable  
35 water, and electricity; and concentrations of commercial and other non-residential  
36 uses within close proximity. In some Infill Areas, a mix of non-residential and high-  
37 density residential uses (generally 8 units or more per acre) may also be found that  
38 form a Community Center.  
39

40 Action Items from the Key Largo Community Master Plan that directly pertain to the  
41 proposed redevelopment include:  
42

43 Action Item 1.3.1: Continue to use the FLUM and Land Use District Maps to regulate  
44 development of individual parcels with respect to density, intensity, bulk regulations,  
45 and all other land development regulation. This will protect the existing conformance

1 status of most uses and promote orderly development consistent with the  
2 Comprehensive Plan.

- 3  
4 B. *In those areas where the Florida Keys Aqueduct Authority (FKAA) certifies that it can  
5 furnish an adequate supply of water to the property to be platted, water distribution  
6 systems shall be provided and constructed and shall become the property of the Florida  
7 Keys Aqueduct Authority and shall be maintained and operated by the authority in  
8 accordance with its water main extension policy:*

9  
10 A letter from the FKAA, dated December 18, 2012, indicates there appears adequate to  
11 service to this project. A complete set of Civil and Architectural plans will be required to  
12 determine meter requirements and system development change.

- 13  
14 C. *Sewers, sewage treatment plants, and septic systems shall meet all requirements of the  
15 applicable county municipal service district, or any successor thereto, the Florida  
16 Department of Environmental Protection, and the Florida Department of Health:*

17  
18 Staff has no evidence to support or disprove that the proposed redevelopment will have  
19 an adverse impact on county municipal service district.

- 20  
21 D. *No plat shall be approved which creates an unbuildable lot under the provisions of MCC  
22 chapter 110 unless the plat bears a legend restricting the use of the unbuildable lot  
23 according to the provisions of this MCC chapter 110:*

24  
25 Based on the information submitted, the proposed lots would be buildable under the  
26 current land use, setback requirements and maximum land use intensity requirements.

- 27  
28 E. *No plat shall be approved unless it is prepared by a land surveyor licensed in the state:*

29  
30 Habitat at Mandalay, being a replat of a portion of Block 3, "Mandalay" P.B. 1, PG, 194,  
31 of the public records of Monroe County, Florida Section 6, Township 62 South, Range 39  
32 East Key Largo, Monroe County, Florida September, 2013 by A. Duchart Land  
33 Surveying, Inc. was prepared by Alexander G. Duchart, P.S.M., Florida Registration No.  
34 5998 on September 12, 2013.

- 35  
36 F. *Lands within the IS, URM, and CFV districts shall not be platted, replatted or otherwise  
37 reconfigured in any manner that would allow the number of proposed lots or units to  
38 exceed the number of parcels that lawfully existed as of September 15, 1986:*

39  
40 The land use district for the subject property is Urban Residential (UR) and is therefore in  
41 compliance.

- 42  
43 G. *All open spaces required for a tract of land shall be preserved as dedicated open space  
44 for each individual habitat type through the use of a conservation easement or a similar  
45 legal instrument:*

1 The area is considered disturbed and scarified.

2  
3 In addition MCC §110-98 provides the standards which are applicable to all preliminary plat  
4 approvals. When considering applications for a plat, staff and the Planning Commission shall  
5 consider the extent to which:

6  
7 A. *All applicants for approval of a plat involving five or more lots shall submit a*  
8 *preliminary plat for approval in accordance with the provisions of this section.*

9  
10 In compliance.

11  
12 B. *An application for preliminary approval shall be submitted to the planning director in*  
13 *accordance with the provisions of MCC §110-98, accompanied by a nonrefundable fee as*  
14 *established from time to time by the board of county commissioners. The application*  
15 *shall contain the information required on a form provided by the planning director.*

16  
17 In compliance.

18  
19 C. *After a determination that the application for preliminary plat approval is complete*  
20 *under the provisions of MCC §110-4, the planning director shall submit the application*  
21 *to the development review committee, which shall prepare a recommendation and report*  
22 *for the commission.*

23  
24 This application is scheduled for review by the development review committee on June  
25 24, 2014.

26  
27 D. *The planning commission shall conduct a public hearing on an application for*  
28 *preliminary plat approval of a subdivision involving five or more lots, in accordance with*  
29 *the requirements of MCC §110-6 and MCC §110-7. The commission shall review such*  
30 *applications, the recommendation of the development review committee, and the*  
31 *testimony at the public hearing, and shall recommend granting preliminary plat*  
32 *approval, granting approval subject to specified conditions, or denying the application at*  
33 *its next meeting following submittal of the report and recommendation of the*  
34 *development review committee.*

35  
36 This application is scheduled for review by the planning commission on June 25, 2014.

37  
38 E. *Approval of a preliminary plat shall not constitute approval of a final plat or permission*  
39 *to proceed with development. Such approval shall constitute only authorization to*  
40 *proceed with the preparation of such documents as are required by the planning director*  
41 *or a final plat.*

42  
43 This condition has been included in the staff report.

44

1 F. *An application for final plat approval shall be filed within one year of the date of*  
2 *preliminary plat approval. Unless an extension is granted by the board of county*  
3 *commissioners, failure to file such an application automatically shall render null and*  
4 *void the preliminary approval previously granted by the board.*  
5

6 This condition has been included in the staff report.  
7

8 Other Issues:  
9

10 1. The Unresolved comments from the County Surveyor sent via email on February 10,  
11 2014.

- 12
- 13 a. Florida Statute 177.151  
14 "The vicinity map needs to be cleaned up, missing North arrow, also identify the  
15 bodies of water."  
16
  - 17 b. Florida Statute 177.091 (16)  
18 "show easements on plat. It's hard to follow verbiage"  
19
  - 20 c. Florida Statute 177.041  
21 "plat does not show existing buildings"  
22

23 2. Additional comments from staff.

- 24
- 25 a. Mortgagee's consent and approval (indicating subordination to dedication).  
26 *Not provided.*  
27
- 28 b. Signature block for Engineering Review Services  
29 *Please change the Director from Judith S. Clarke to Kevin Wilson*  
30
- 31 c. Signature block for County Surveyor  
32 *Missing P.S.M. number*  
33
- 34 d. Certification of title by attorney indicating record title, all taxes have been paid  
35 and listing mortgages (177.041 & 197.192 Fl. Stat.)  
36 *Not provided.*  
37
- 38 e. Waiver and release reference  
39 *Not provided.*  
40
- 41 f. No dedication under general notes  
42 *Not provided.*  
43
- 44 g. Legal description  
45 *Square footage of 5994.23 is incorrect.*  
46

- 1 h. Plat book and page on the upper right hand corner.  
2 *Update required.*  
3  
4 i. Elevation  
5 *Not provided.*  
6  
7 j. All easements and rights of way identified.  
8 *Description of easement not provided.*  
9  
10 k. Attorney's opinion/Title Certification  
11 *Not provided.*  
12  
13 l. The Agreement referenced in note number 5 does not appear to reference the  
14 correct recorded document.  
15 *Update required.*  
16  
17 m. Acknowledgement Block on Sheet one has not been updated with current mayor  
18 and has a typo third line down.  
19 *Update required.*  
20  
21 n. Date on title of sheet one and two should read August, 2014.  
22 *Update required.*  
23  
24 o. Approval of Monroe County Zoning Office Block has the title incorrectly stated  
25 as Acting Planning Director.  
26 *Change to Planning Director*  
27  
28 p. Notice Block referencing an outdated section of code.  
29 *Change from 9.5-90 to 110-105.*  
30  
31 q. Description of easement not provided.  
32 *Update required.*  
33  
34 r. *Policy 101.19.2: Monroe County shall require that, upon approval, all plats*  
35 *include the following notice:*

36  
37 *NOTICE TO LOT PURCHASERS AND ALL OTHER CONCERNED*  
38 *INDIVIDUALS*

39  
40 *Purchase of a platted lot shown hereon confers no right to build any structure on*  
41 *such lot, nor to use the lot for any particular purpose, nor to develop the lot. The*  
42 *development or use of each lot is subject to, and restricted by, the goals,*  
43 *objectives, and policies of the adopted comprehensive plan and land development*  
44 *regulations implementing the plan; therefore, no building permits shall be issued*  
45 *by the County unless the proposed development complies with the comprehensive*  
46 *plan and land development regulations.*

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V RECOMMENDED ACTION:

Staff recommends approval of the a Preliminary Plat being replat application to the Planning Commission if all the following conditions are met:

- A. All required changes, as described in this staff report, shall be made to the final plat.
- B. Approval of a preliminary plat shall not constitute approval of a final plat or permission to proceed with development. Such approval shall constitute only authorization to proceed with the preparation of such documents as are required by the planning director for a final plat.
- C. An application for final plat approval shall be filed within one year of the date of preliminary plat approval. Unless an extension is granted by the board of county commissioners, failure to file such an application automatically shall render null and void the preliminary approval previously granted by the board.
- D. The final approved plat shall be recorded pursuant to MCC §110-106.

VI PLANS REVIEWED:

- Habitat at Mandalay, being a replat of a portion of Block 3, “Mandalay” P.B. 1, PG, 194, of the public records of Monroe County, Florida Section 6, Township 62 South, Range 39 East Key Largo, Monroe County, Florida June, 2014 by A. Duchart Land Surveying, Inc. prepared by Alexander G. Duchart, P.S.M., Florida Registration No. 5998 on June 9, 2014. (Sheet 1 of 2)
- Habitat at Mandalay, being a replat of a portion of Block 3, “Mandalay” P.B. 1, PG, 194, of the public records of Monroe County, Florida Section 6, Township 62 South, Range 39 East Key Largo, Monroe County, Florida June, 2014 by A. Duchart Land Surveying, Inc. prepared by Alexander G. Duchart, P.S.M., Florida Registration No. 5998 on June 9, 2014. (Sheet 2 of 2)

**File #:** **2013-001**

**Owner's Name:** Monroe County

**Applicant:** Habitat for Humanity of the Upper Keys, Inc.

**Agent:** Joel Reed

**Type of Application:** Plat Approval

**Key:** Key Largo

**RE:** 00554720-000000  
00554720-000100

**Additional Information added to File 2013-001**

County of Monroe  
Growth Management Division

**Planning & Environmental Resources  
Department**

2798 Overseas Highway, Suite 410  
Marathon, FL 33050  
Voice: (305) 289-2500  
FAX: (305) 289-2536



**Board of County Commissioners**  
Mayor Heather Carruthers, Dist. 3  
Mayor Pro Tem David Rice, Dist. 4  
Kim Wigington, Dist. 1  
George Neugent, Dist. 2  
Sylvia J. Murphy, Dist. 5

*We strive to be caring, professional and fair*

Date: 1.03.13

Time: \_\_\_\_\_

Dear Applicant:

This is to acknowledge submittal of your application for Plat Approval  
Type of application  
Habitat for Humanity of  
the Upper Keys, Inc. to the Monroe County Planning Department.  
Project / Name

Thank you.

A handwritten signature in blue ink, appearing to read 'Shirley Croach', is written over a horizontal line.

Planning Staff

**2013-001**

Habitat for Humanity

MONROE COUNTY PROPERTY  
APPRAISER OFFICE



THIS PROPERTY LOCATION MAP HAS BEEN COMPILED FOR INTERNAL OFFICE USE AS AN AID IN THE PREPARATION OF THE MONROE COUNTY TAX ROLL. IT IS NOT A SURVEY AND THE OWNERSHIP INFORMATION DEPICTED THEREON SHOULD NOT BE RELIED UPON FOR TITLE PURPOSES. NEITHER MONROE COUNTY NOR THE OFFICE OF THE PROPERTY APPRAISER ASSUMES RESPONSIBILITY FOR ANY ERRORS OR OMISSIONS.

1:9,225

Date: 1/4/2013

*Verified by GC*

ADAMS JAMES HARVEY  
18404 SW 87TH CT  
CUTLER BAY, FL 33157-7226

ALBURY LENORA LIVING TRUST 2/20/2006  
C/O HOPPER PATRICIA TRUSTEE  
2240 3RD PL SW  
VERO BEACH, FL 32962-3358

ALBURY-JOHNSON CAROL M  
105 1ST AVE  
KEY LARGO, FL 33037

BELL LLOYD F JR AND ANN  
1 & 2 IDABELLE ISLAND  
FT PIERCE, FL 34982

BUSMAN-MORIARTY CLAUDIA  
97625 OVERSEAS HWY  
KEY LARGO, FL 33037-4029

CAPUTO MARNI  
237 LA PALOMA RD  
KEY LARGO, FL 33037-4652

GO FOR IT ADVENTURES LLC  
P O BOX 282  
TAVERNIER, FL 33070

GUENTHER ROBERT D AND DEBRA L  
110 PUEBLO ST  
TAVERNIER, FL 33070-2125

HABITAT FOR HUMANITY OF THE  
UPPER KEYS INC  
PO BOX 2151  
KEY LARGO, FL 33037-2151

HARRINGTON GERALD I  
30 EAST 1ST STREET  
KEY LARGO, FL 33037

HART ROBERT S L/E  
85 E SECOND ST  
KEY LARGO, FL 33037

INTERSTATE PROPERTY HOLDINGS LLC  
C/O CAMPBELL AND MALAFY  
10887 OVERSEAS HWY STE 201  
MARATHON, FL 33050-3454

INTERSTATE PROPERTY HOLDINGS LLC  
C/O CAMPBELL AND MALAFY  
10887 OVERSEAS HWY STE 201  
MARATHON, FL 33050-3454

LAMB WILLIAM R AND CHERYL L  
34 E 2ND ST  
KEY LARGO, FL 33037

LANDRY BONNIE LAVONNE  
24 E FIRST ST  
KEY LARGO, FL 33037-4013

M M 97.5 KEY LARGO  
PO BOX 370888  
KEY LARGO, FL 33037-0888

MM97 LLC  
97665 OVERSEAS HWY  
KEY LARGO, FL 33037

ROCK HARBOR MARINA INC  
PO BOX 370888  
KEY LARGO, FL 33037-0888

SANTE CHRIS D  
PO BOX 373006  
KEY LARGO, FL 33037-3006

SMITH MICHAEL J AND DONNA  
31101 SW 195TH AVE  
HOMESTEAD, FL 33030

STOIA SAMUEL C  
P O BOX 888  
KEY LARGO, FL 33037

VALDES CARLOS AND ELOINA  
97675 OVERSEAS HWY  
KEY LARGO, FL 33037

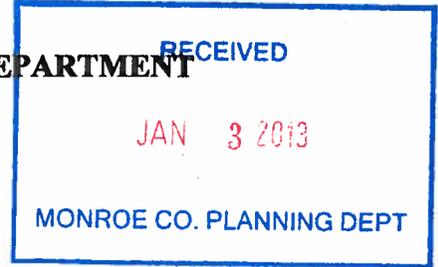
ZUMER LAURA A AND DANIEL V  
9 E 2ND ST  
KEY LARGO, FL 33037-4005

MORGAN OCEAN SUNRISE LLC  
C/O CAMPBELL AND MALAFY  
10887 OVERSEAS HWY STE 201  
MARATHON, FL 33050-3454

Verified by GC

**End of Additional File 2013-001**

APPLICATION  
**MONROE COUNTY**  
**PLANNING & ENVIRONMENTAL RESOURCES DEPARTMENT**



**Request for Plat Approval**

**An application must be deemed complete and in compliance with the Monroe County Code by the Staff prior to the item being scheduled for review**

Platting (5 Lots or Less) Application Fee: \$4,017.00  
 Platting (6 Lots or More) Application Fee: \$4,613.00

*In addition to the above application fees, the following fees also apply to each application:*  
 Advertising Costs: \$245.00  
 Surrounding Property Owner Notification: \$3.00 for each property owner required to be noticed

**Date of Submittal:** 1 / 3 / 2013  
 Month Day Year

**Property Owner:**

Monroe County C/O Habitat for Humanity of the Upper Keys, Inc.

Name

1100 Simonton Street, Key West FL 33040

Mailing Address (Street, City, State, Zip Code)

305-453-0050

Daytime Phone

DIRECTOR@HABITAUpprKeyS.org  
 Email Address

**Agent (if applicable):**

RC3WORLD, INC. Joel Reed

Name

411 Ridgewood Road NE, Atlanta GA 30307

Mailing Address (Street, City, State, Zip Code)

678.708.9247

Daytime Phone

reedj@pondco.com

Email Address

**Legal Description of Property:**

(If in metes and bounds, attach legal description on separate sheet)

(If subject property includes multiple lots, attach additional legal descriptions on separate sheets)

Block	Lot	Subdivision	Key
PT SQ3		MANDALAY PB1-194	KEY LARGO
00554720-000000	00554720-000100	1680214   8929526	
Real Estate (RE) Number	Alternate Key Number		
104 First Street, Key Largo, FL 33037 ~98			
Street Address (Street, City, State, Zip Code)	Approximate Mile Marker		

APPLICATION

Has a previous application been submitted for this site within the past two years? Yes \_\_\_ No X

Current Land Use District Designation(s): Urban Residential (UR)

(Lands within the IS, URM, and CFV Districts shall not be platted, replatted or otherwise reconfigured in any manner that would allow the number of proposed lots or units to exceed the number of parcels that lawfully existed as of September 15, 1986.)

Current Future Land Use Map Designation(s): Residential High (RH)

Total Land Area Affected: .7 Acres

Existing Use of the Property (If the property is developed, please describe the existing use of the property, including the number and type of any residential units and the amount and type of any commercial development):  
Parcel 00554720-000000 is undeveloped land. Parcel 00554720-000100 is currently developed with a single family home that is a rental.

Lot Summary:

Proposed Number of Lots: Seven (7)

Proposed Average Size of Lots: 4,427

Proposed Minimum Lot Size: 3,756

Street Summary:

Width of Rights-of-Way: existing

Linear Feet of New Streets: N/A

Description of New Streets (public or private): N/A

Number of Street Lights to Be Provided: None

Sidewalk Summary:

Will Sidewalks/Bicycle Paths Be Provided? Yes: \_\_\_ No: X

If yes, on Both Sides of the Street(s)? Yes: \_\_\_ No: X

Water and Sewage Summary:

Estimated Water Requirements (gallons/day): 100 gal/day/unit X 7 = 700 gallons/day

Proposed Water Source: Florida Keys Aqueduct Authority

Estimated Sewage Disposal Requirements: 163 gal/day/unit X 7 = 1141 gallons/day

Proposed Method of Collection and Treatment: Key Largo Wastewater Treatment District Central Sewer System.

All of the following must be submitted in order to have a complete application submittal:  
(Please check as you attach each required item to the application)

Complete plat application (unaltered and unbound);

## APPLICATION

- ✓ **Correct fee** (check or money order to Monroe County Planning & Environmental Resources);
- ✓ **Proof of ownership** (i.e. Warranty Deed);
- ✓ **Current Property Record Card(s) from the Monroe County Property Appraiser;**
- ✓ **Location map;**
- N/A **Copy of Land Use District Map** (please request from the Planning & Environmental Resources Department prior to application submittal);
- N/A **Copy of Future Land Use Map** (please request from the Planning & Environmental Resources Department prior to application submittal);
- ✓ **Photograph(s) of site from adjacent roadway(s);**
- ✓ **Signed and Sealed Boundary Survey, prepared by a Florida registered surveyor – 16 sets** (at a minimum, survey should include elevations; location and dimensions of all existing structures, paved areas and utility structures; all bodies of water on the site and adjacent to the site; total acreage by land use district; and total acreage by habitat);
- ✓ **Written description of project;**
- ✓ **Proposed Covenants** (a draft of any proposed protection covenants or deed restrictions);
- ✓ **Proposed Phasing Plan;**
- ✓ **Conceptual Plat – 16 sets;**
- ✓ **Conceptual Utility Plan– 16 sets;**
- ✓ **Conceptual Drainage Plan– 16 sets** (with drainage calculations; existing and proposed topography; all drainage structures; retention areas; drainage swales; and existing and proposed permeable/impermeable areas);
- ✓ **Traffic Study, prepared by a licensed traffic engineer;**
- N/A **Subdivision Improvements Cost Estimate;**
- ✓ **Letters of Coordination are required from the following:**
  - Florida Keys Aqueduct Authority (FKAA);
  - Florida Keys Electric Cooperative (FKEC) or Keys Energy Services;
  - Monroe County Office of the Fire Marshal;
  - ~~Monroe County Public Works;~~
  - ~~Monroe County Health Department;~~
  - Monroe County Solid Waste Management;
  - ~~Florida Department of Health if wastewater flows are less than or equal to 5,000 gallons per day or Florida Department of Environmental Protection if wastewater flows exceed 5,000 gallons per day;~~
  - ~~Florida Department of Transportation (FDOT);~~
  - ~~South Florida Water Management District (SFWMD);~~
  - ~~If necessary, Florida Department of State, Division of Historic Resources;~~
  - ~~If necessary, Florida Game and Freshwater Fish Commission (FGFFC);~~
  - ~~If necessary, U.S. Army Corps of Engineers (ACOE);~~
  - ~~If necessary, U.S. Fish and Wildlife Service (USFW);~~
- ✓ **Typed name and address mailing labels of all property owners within a 300 foot radius of the property (3 sets).** This list should be compiled from the current tax rolls of the Monroe County Property Appraiser. In the event that a condominium development is within the 300 foot radius, each unit owner must be included.

APPLICATION

If applicable, the following must be submitted in order to have a complete application submittal:

No Notarized Agent Authorization Letter (note: authorization is needed from all owner(s) of the subject property)

No Any Letters of Understanding pertaining to the proposed plat

If deemed necessary to complete a full review of the application, the Planning & Environmental Resources Department reserves the right to request additional information.

I certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate.

Signature of Applicant: Jack Nudlicki Date: 1-3-13

Sworn before me this 3 day of January 2013



Crystal Sebben  
Crystal Sebben 11-29-16 Notary Public  
My Commission Expires

Please send the complete application package to the Monroe County Planning & Environmental Resources Department, Marathon Government Center, 2798 Overseas Highway, Suite 400, Marathon, FL 33050.



**Reed & Company**  
Land Use Planning & Consulting  
Phone: 678.708.9247  
Email: [joel@rc3world.com](mailto:joel@rc3world.com)

<u>Mailing Address</u>	<u>Physical Address</u>
411 Ridgewood Rd NE Atlanta, GA 30307	102901 Overseas Hwy Key Largo, FL 33037

December 17, 2012

Monroe County  
Planning & Environmental Resources  
Attn: Mr. Townsley Schwab, Senior Director  
2798 Overseas Hwy.  
Suite 400  
Marathon, FL 33050

Mr. Schwab,

Please find the enclosed application for a Plat request for Habitat for Humanity of the Upper Keys, Inc. for a site located at 104 First Avenue in Key Largo FL on the Oceanside. We are requesting that the application fee be waived for this applicant since this is for the development of affordable housing units in partnership with Monroe County. If you have any questions or concerns please do not hesitate to contact me at the above listed number.

Sincerely,

Joel C. Reed, AICP

**FEES**

**We request the following fees be waived for Platting (6 Lots or More)**

<b>Application Fee:</b>	<b>\$4,613.00</b>
<b>Advertising Costs</b>	<b>\$245.00</b>
<b>Surrounding Property Owner Notice:</b>	<b><u>\$69.00 (23 X \$3)</u></b>
<b>TOTAL</b>	<b>\$4,927</b>

## **Project Name & Location**

Habitat for Humanity  
7 Single Family Homes  
104 First Avenue  
Key Largo, FL 33037

## **Project Description**

Plat

## **Owner/Applicant**

Monroe County, Long Term Lease w/  
Habitat for Humanity of the Upper Keys, Inc.

## **Date:**

**12/26/2012**

## **Agent**

	<p><b>Reed &amp; Company</b> Land Use Planning &amp; Consulting Phone: 678.708.9247 Email: <a href="mailto:joel@rc3world.com">joel@rc3world.com</a></p>
<p><u>Mailing Address</u> 411 Ridgewood Rd NE Atlanta, GA 30307</p>	<p><u>Physical Address</u> 102901 Overseas Hwy Key Largo, FL 33037</p>

County of Monroe  
Growth Management Division

**Office of the Director**  
2798 Overseas Highway  
Suite #400  
Marathon, FL 33050  
Voice: (305) 289-2517  
FAX: (305) 289-2854



**Board of County Commissioners**  
Mayor David Rice, Dist. 4  
Mayor Pro Tem Kim Wigington, Dist. 1  
Heather Carruthers, Dist. 3  
George Neugent, Dist. 2  
Sylvia Murphy, Dist. 5

*We strive to be caring, professional and fair*

April 19, 2012

Mr. Jack Niedbalski  
Habitat for Humanity of the Upper Keys  
P.O. Box 2151  
Key Largo, Florida 33037

**RE: Second Amendment to Occupancy Agreement and Ground Lease between Habitat for Humanity of the Upper Keys and Monroe County.**

Dear Mr. Niedbalski,

Enclosed please find the original executed above referenced document for your files.

If you have any questions, please contact our offices at (305) 289-2517.

Sincerely,

A handwritten signature in blue ink that reads 'Mayra Tezanos'.

Mayra Tezanos, Executive Assistant  
Growth Management Division

Enclosure

/mt

**SECOND AMENDMENT**  
**TO**  
**OCCUPANCY AGREEMENT AND GROUND LEASE**

This Second Amendment to Occupancy Agreement and Ground Lease (Second Amendment) dated this 21<sup>st</sup> day of April, 2012, is made by and between Monroe County (County), a political subdivision of the State of Florida (Lessor) and Habitat for Humanity of the Upper Keys, Inc., (Habitat) a Florida non-profit corporation (Lessee).

**WITNESSETH:**

**Whereas**, Lessor and Lessee entered into that certain 99 year lease (Lease) dated May 20, 2009, for the property legally described on Exhibit A attached, known as 104 First Street, Key Largo, Monroe County for the development of fourteen (14) affordable housing dwelling units(units), said Lease being recorded in OR Book 2414 at Page 490; and

**Whereas**, there was a First Amendment to the Lease dated April 21, 2010, which changed the term and the rent; and

**Whereas**, Section 14.01 of the Lease required building permits be issued for the units by June 1, 2011 and certificates of occupancy issued by August 1, 2012; and

**Whereas**, the parties desire to change the number of units to be built on the property and the date of issuance of certificates of occupancy;

**Now, Therefore**, the undersigned parties agree as follows:

1. The Lease is currently valid and no actions for default have been commenced by County.
2. The definition of the term "Project" in Article I of the Lease is as follows:  
"Project" shall mean the required development of the Demised Premises for a seven (7) unit complex for sale or rent for moderate to low income affordable employee housing, primarily the required construction of Affordable Housing Units as set forth in Article XIV, but also including related infrastructure , securing of required development approvals and permits, financing for the construction for the Affordable Housing Units, marketing/renting of the Affordable Housing Units and creation of any required governing Association.
3. Section 14.01(a) of the Lease shall read as follows:
  - (a) Initial Lessee shall commence construction of the Project any time after the date of execution date of this Second Amendment and shall complete construction and obtain Certificates of Occupancy for all seven (7) units by June 1, 2018. The units may be constructed in phases or at one time, substantially in accordance with the

site plan attached as Exhibit B, unless Lessee decides to do attached housing or duplexes to provide more open space.

- 4. Except as expressly modified by this Second Amendment, all terms and conditions of the Lease and First Amendment thereto are in full force and effect and are binding upon the parties.

IN WITNESS WHEREOF, the parties have executed this Second Amendment.

LESSOR:  
MONROE COUNTY BOARD OF  
COUNTY COMMISSIONERS

[Signature]  
Mayor David Rice

SEAL  
ATTEST; DANNY L. KOLHAGE, CLERK

[Signature]  
Deputy Clerk

LESSEE:  
HABITAT FOR HUMANITY OF THE  
UPPER KEYS, INC.

[Signature]  
COUNTY ATTORNEY  
AS TO FORM  
3-21-12

Witness:

(1) [Signature]  
Signature  
Print Name John Pilesky

[Signature]  
President  
Print Name Greg Lunstford

(2) [Signature]  
Signature  
Print Name Paige Poter

[Signature]  
Executive Director  
Print Name JACK NIEDBALSKI

STATE OF FLORIDA  
COUNTY OF MONROE

Be it known, that on the 29 day of February, 2012, before me a Notary Public in and for the State of Florida, duly commissioned and sworn personally came and appeared Jack Niedbalski and Greg Lunstford To me personally known or who provided personally known as identification. In testimony whereof, I have subscribed my name and affixed my seal of office of Notary Public the day and year written.

[Signature]

MICHELE CARNOHAN  
MY COMMISSION #EE039948  
EXPIRES: NOV 04, 2014  
Bonded through 1st State Insurance

**Karl D. Borglum**  
**Property Appraiser**  
**Monroe County, Florida**

Key West (305) 292-3420  
 Marathon (305) 289-2550  
 Plantation Key (305) 852-7130

**Property Record View**

Alternate Key: 1680214 Parcel ID: 00554720-000000

**Ownership Details**

Mailing Address:  
 MONROE COUNTY  
 1100 SIMONTON ST  
 KEY WEST, FL 33040

**Property Details**

PC Code: 80 - VACANT GOVERNMENTAL  
 Millage Group: 500K  
 Affordable Housing: No  
 Section-Township- Range: 06-62-39  
 Property Location: 104 FIRST ST KEY LARGO  
 Subdivision: MANDALAY  
 Legal Description: PT SQR 3 MANDALAY PB1-194 KEY LARGO E2-434 G40-73/74 OR587-959D/C OR1101-2200/01 OR1286-2495  
 Description: OR1286-2496 OR1731-248/49 OR1731-250/54 OR2414-484/89 OR2414-490/537(LEASE) OR2466-226/32AMDLEASE

Show Parcel Map - Must have Adobe Flash Player 10.3 or higher

**Exemptions**

Exemption	Amount
14 - COUNTYLANDS	85,877.00

**Land Details**

Land Use Code	Frontage	Depth	Land Area
8600 - COUNTY	125	250	24,991.00 SF

**Misc Improvement Details**

Nbr	Type	# Units	Length	Width	Year Built	Roll Year	Grade	Life
-----	------	---------	--------	-------	------------	-----------	-------	------

1	CL2:CH LINK FENCE	1,320 SF	220	6	1997	1998	1	30
2	CL2:CH LINK FENCE	100 SF	20	5	1997	1998	1	30
3	FN2:FENCES	1,800 SF	450	4	1997	1998	2	30

## Appraiser Notes

LEASE BETWEEN MONROE COUNTY (LESSOR) AND HABITAT FOR HUMANITY OF THE UPPER KEYS INC (LESSEE) DATED 5/20/2009 AND RECORDED IN OR2414-490/537. THE LESSEE DESIRES TO DEVELOP THIS PROPERTY (FOR SALE OR FOR RENTAL USE) WITH 14 AFFORDABLE HOUSING UNITS. THIS LEASE IS FOR A TERM OF 99 YEARS COMMENCING ON THE DATE WHEN THE FIRST UNIT HAS RECEIVED ITS CERTIFICATE OF OCCUPANCY. THESE UNITS ARE TO BE SOLD OR RENTED TO PERSONS WHO QUALIFY UNDER A MODERATE TO LOW INCOME. THE LESSEE SHALL PAY TO THE LESSOR AN ANNUAL BASE RENT OF \$10.00. LEASE TAKES IN 2 PARCELS OF LAND: AK 1680214 AND AK 8929526

## Building Permits

Bldg	Number	Date Issued	Date Completed	Amount	Description	Notes
1	9801186	05/01/1998		6,000	FENCE & PRIVACY WALL	

## Parcel Value History

[View Taxes for this Parcel.](#)

Roll Year	Total Bldg Value	Total Misc Improvement Value	Total Land Value	Total Just (Market) Value	Total Assessed Value	School Exempt Value	School Taxable Value
2011	0	5,008	81,221	86,229	86,229	86,229	0
2010	0	5,271	81,221	86,492	86,492	86,492	0
2009	0	5,534	106,212	111,746	111,746	111,746	0
2008	0	5,886	126,280	132,166	132,166	132,166	0
2007	0	5,960	233,618	239,578	239,578	239,578	0
2006	0	6,216	233,618	239,834	239,834	239,834	0
2005	0	6,557	233,618	240,175	240,175	240,175	0
2004	0	6,812	233,618	240,430	240,430	240,430	0
2003	0	7,067	50,512	57,579	57,579	57,579	0
2002	0	7,408	50,512	57,920	57,920	57,920	0
2001	0	7,663	37,884	45,547	45,547	0	45,547
2000	0	3,430	37,884	41,314	41,314	0	41,314
1999	42,518	3,578	37,884	83,980	83,980	0	83,980
1998	42,518	0	46,875	89,393	89,393	0	89,393
1997	42,518	0	46,875	89,393	89,393	0	89,393
1996	42,518	0	46,875	89,393	89,393	0	89,393
1995	42,518	0	46,875	89,393	89,393	0	89,393
1994	42,518	0	46,875	89,393	89,393	0	89,393

## Property Search – Monroe County Property Appraiser

1993	42,518	0	46,875	89,393	89,393	0	89,393
1992	43,959	0	46,875	90,834	90,834	0	90,834
1991	43,959	0	46,875	90,834	90,834	0	90,834
1990	53,712	0	58,594	112,306	112,306	0	112,306
1989	26,919	0	58,594	85,513	85,513	25,500	60,013
1988	22,279	0	58,594	80,873	80,873	25,500	55,373
1987	22,081	0	58,594	80,675	80,675	25,500	55,175
1986	22,188	0	58,594	80,782	80,782	25,500	55,282
1985	21,750	0	58,594	80,344	80,344	25,500	54,844
1984	20,413	0	58,594	79,007	79,007	25,500	53,507
1983	20,426	0	45,926	66,352	66,352	25,500	40,852
1982	20,802	0	45,926	66,728	66,728	25,500	41,228

## Parcel Sales History

Sale Date	Official Records Book/Page	Price	Instrument	Qualification
5/18/2009	2414 / 484	100	<u>WD</u>	<u>11</u>
12/1/1993	1286 / 2495	85,000	<u>WD</u>	<u>Q</u>

This page has been visited 29,379 times.

Monroe County Property Appraiser  
 Karl D. Borglum  
 P.O. Box 1176  
 Key West, FL 33041-1176

**Karl D. Borglum**  
**Property Appraiser**  
**Monroe County, Florida**

Key West (305) 292-3420  
 Marathon (305) 289-2550  
 Plantation Key (305) 852-7130

**Property Record View**

Alternate Key: 8929526 Parcel ID: 00554720-000100

**Ownership Details**

Mailing Address:  
 MONROE COUNTY  
 1100 SIMONTON ST  
 KEY WEST, FL 33040

**Property Details**

PC Code: 86 - COUNTIES OTHER THAN (PC/LIST)  
 Millage Group: 500K  
 Affordable Housing: No  
 Section-  
 Township- 06-62-39  
 Range:  
 Property Location: 104 FIRST ST KEY LARGO  
 Subdivision: MANDALAY  
 Legal PT SQR 3 MANDALAY PB1-194 KEY LARGO OR1432-1510/11 OR1731-246/47 OR1731-250/54 OR2414-484/89  
 Description: OR2414-490/537(LEASE) OR2466-226/32AMDLEASE

Show Parcel Map - Must have Adobe Flash Player 10.3 or higher

**Exemptions**

Exemption	Amount
14 - COUNTYLANDS	84,372.00

**Land Details**

Land Use Code	Frontage	Depth	Land Area
8600 - COUNTY	0	0	5,994.00 SF

**Building Summary**

Number of Buildings: 1  
 Number of Commercial Buildings: 0



4	SBF	1:WD FRAME	1	1947	N	N	0.00	0.00	49
5	FLA	1:WD FRAME	1	1947	N	N	0.00	0.00	651
6	OUF	1:WD FRAME	1	1947	N	N	0.00	0.00	35

## Appraiser Notes

LEASE BETWEEN MONROE COUNTY (LESSOR) AND HABITAT FOR HUMANITY OF THE UPPER KEYS INC (LESSEE) DATED 5/20/2009 AND RECORDED IN OR2414-490/537. THE LESSEE DESIRES TO DEVELOP THIS PROPERTY (FOR SALE OR FOR RENTAL USE) WITH 14 AFFORDABLE HOUSING UNITS. THIS LEASE IS FOR A TERM OF 99 YEARS COMMENCING ON THE DATE WHEN THE FIRST UNIT HAS RECEIVED ITS CERTIFICATE OF OCCUPANCY. THESE UNITS ARE TO BE SOLD OR RENTED TO PERSONS WHO QUALIFY UNDER A MODERATE TO LOW INCOME. THE LESSEE SHALL PAY TO THE LESSOR AN ANNUAL BASE RENT OF \$10.00. LEASE TAKES IN 2 PARCELS OF LAND: AK 1680214 AND AK 8929526

## Parcel Value History

[View Taxes for this Parcel.](#)

Roll Year	Total Bldg Value	Total Misc Improvement Value	Total Land Value	Total Just (Market) Value	Total Assessed Value	School Exempt Value	School Taxable Value
2011	65,832	0	19,481	85,313	85,313	85,313	0
2010	65,832	0	19,481	85,313	85,313	85,313	0
2009	66,772	0	25,475	92,247	92,247	92,247	0
2008	67,713	0	29,970	97,683	97,683	97,683	0
2007	108,701	0	55,445	164,146	164,146	164,146	0
2006	107,956	0	55,445	163,401	163,401	163,401	0
2005	100,511	0	55,445	155,956	155,956	155,956	0
2004	79,352	0	55,445	134,797	134,797	134,797	0
2003	58,779	0	11,988	70,767	70,767	70,767	0
2002	59,525	0	11,988	71,513	71,513	71,513	0
2001	42,518	0	8,991	51,509	51,509	0	51,509
2000	42,518	0	8,991	51,509	51,509	0	51,509
1999	0	0	8,991	8,991	8,991	0	8,991

## Parcel Sales History

Sale Date	Official Records Book/Page	Price	Instrument	Qualification
5/18/2009	2414 / 484	100	WD	11
9/25/2001	1731 / 246	325,000	WD	G

5/15/12

Property Search – Monroe County Property Appraiser

This page has been visited 29,379 times.

Monroe County Property Appraiser  
Karl D. Borglum  
P.O. Box 1176  
Key West, FL 33041-1176



Address 104 1st Ave  
Key Largo, FL 33037

Get Google Maps on your phone  
Text the word "GMAPS" to 466453



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Map data ©2012 Google



*Habitat for Humanity of the  
Upper Keys, Inc.*

---

*Building houses in partnership with God's people in need*

**MANDALAY PROJECT 2012**



## **Project Description**

The project consists of the re-plat of .7 acres of land that is located in the Mandalay Subdivision PB 1-194 (PT Square 3) at 104 First Street, approximately MM 97 Oceanside in Key Largo, Florida. The existing .7 acre "site" consists of two existing parcels of land identified by real estate numbers: 00554720-000000 and 00554720-000100. The site is bordered by 1<sup>st</sup> Avenue to the northeast, E. First Street to the northwest, and E. 2<sup>nd</sup> Street to the southeast and an existing RV Park to the southwest. Real Estate number 00554720-000000 is a parcel of land of approximately 25,000 square feet and is undeveloped. Real estate number 00554720-000100 is a parcel of land of approximately 6,000 square feet and is currently developed with a duplex of approximately 1050 square feet.

Habitat for Humanity of the Upper Keys Inc. (Lessee) entered into a lease with Monroe County (Lessor) dated 5/2009 and recorded in OR2414-490/537. The lease is for a term of 99 years commencing on the date when the first unit has received its certificate of occupancy. The units are to be sold or rented to persons who qualify under a moderate to low income. Habitat for Humanity desires to develop seven (7) single family homes for sale on the property as affordable units. Habitat desires to develop the homes so that they can be transferred to homeowners as fee simple as to not have to have a condominium or homeowners association.

The seven lots to be created are already served by existing utilities to include: sewer (Key Largo Wastewater Treatment District); water from Florida Keys Aqueduct Authority and Electric from the Florida Key Cooperative. Access to the lots will be from the existing developed roads. Lot 1 will front on East First Street. Lots 2.3.4.5 and 6 will be platted to front on First Avenue and lot seven (7) will front on



# KEYS TRAFFIC STUDIES, LLC

SERVING THE KEYS SINCE 1988  
725 PLANTATION DRIVE  
TITUSVILLE, FLORIDA 32780  
Phone: (305) 322-6556 Fax: (866) 821-1762  
[rpe@keystraffic.com](mailto:rpe@keystraffic.com)

October 22, 2012

**EMAIL ONLY**

Mr. Jack Niedbalski, Executive director  
Habitat for Humanity Upper Keys  
c/o Joel Reed  
PO Box 2151  
Key Largo, FL 33037

**RE: Proposed Habitat for Humanity Residential – Key Largo  
Level I Traffic Engineering Report**

Dear Mr. Niedbalski:

Per your request, Keys Traffic Studies, LLC (KTS) has estimated the traffic volume to be generated by the proposed Habitat for Humanity. The site is located at 104 First Street near US 1 Mile Marker 97.6 in Key Largo, Florida. The estimated quantity of daily trips to be generated by the proposed development warrants a level 1 traffic analysis according to the Monroe County Traffic Reporting Guidelines. It is understood that the proposed development will include seven (7) single family homes.

Software that supports the Institute of Transportation Engineers (ITE) 9<sup>th</sup> edition of the *Trip Generation Manual* was used to estimate daily and peak hour trips for ITE land use code 210 (single family homes). The proposed daily and PM peak hour volume is estimated as follows:

<u>Land use</u>	ITE Code	Weighted		PM Peak Hour	
		Daily Trips	In	Out	Total
<b>Proposed development:</b>					
Single family homes = 7	210	91	6	4	10

According to the *2011 US 1 Arterial Travel Time and Delay Study for Monroe County Florida*, (latest available) the site is located in Segment 22, which has 11,128 daily reserve trips. The north/south distribution of trips is estimated equally at 50%. Approximately 46 new daily trips will reduce the reserve volume along US 1 in Segment 22 to 11,082 daily trips. The estimated ten new peak hour trips will generate on average about one new trip every six (6) minutes over a one (1) hour period and not likely noticed by area residents.

Access to the various home sites is along First Street. Clear zone sight triangles at each home site's driveway connection may be depicted on the final site plan to be distributed with the developer's application to county staff.

Mr. Niedbalski  
October 22, 2012  
Page two

All documentation for the trip generation plus copies of a general location map, an aerial of the area, the ITE trip generation and the 2011 Level of Service and Reserve Capacity table/information is attached for your perusal.

Please present this information as part of your application process to Monroe County staff. If additional information is needed, please contact me at your convenience.

Sincerely,

Keys Traffic Studies, LLC



Richard P. Eichinger, Principal  
Traffic Engineering Manager  
Enclosures

RPE/1261

cc: Joel Reed

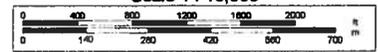


Data use subject to license.

© DeLorme, DeLorme Street Atlas USA© 2012  
www.delorme.com



Scale 1 : 16,000



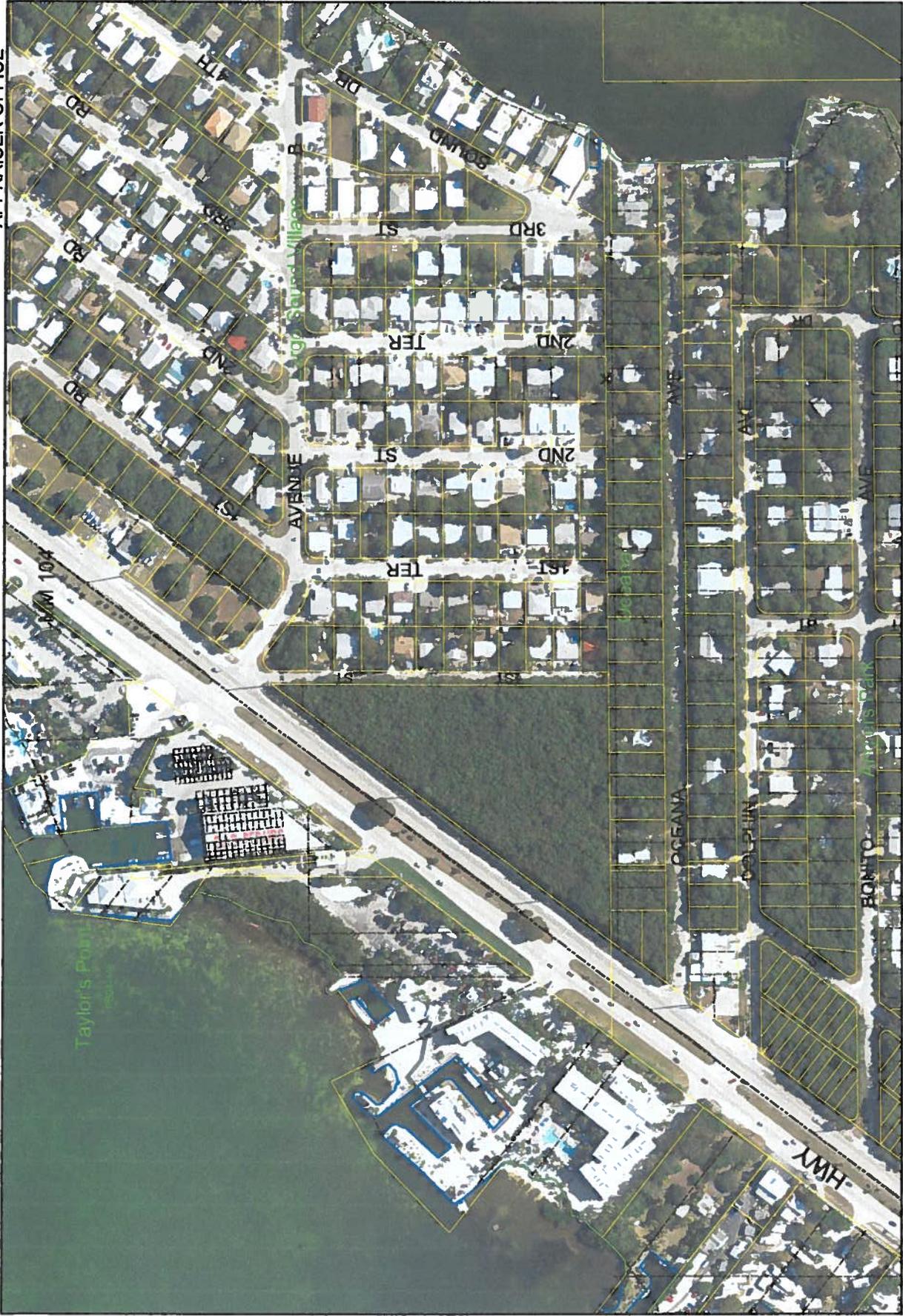
1" = 1,333.3 ft

Data Zoom 13-6

# Habitat for Humanity

Seven single family home lots

MONROE COUNTY PROPERTY  
APPRAISER OFFICE



THIS PROPERTY LOCATION MAP HAS BEEN COMPILED FOR INTERNAL OFFICE USE AS AN AID IN THE PREPARATION OF THE MONROE COUNTY TAX ROLL. IT IS NOT A SURVEY AND THE OWNERSHIP INFORMATION DEPICTED THEREON SHOULD NOT BE RELIED UPON FOR TITLE PURPOSES. NEITHER MONROE COUNTY NOR THE OFFICE OF THE PROPERTY APPRAISER ASSUMES RESPONSIBILITY FOR ANY ERRORS OR OMISSIONS.

1:3,904

Date: 10/17/2012

HABITAT FOR HUMANITY ARTERIAL TRIP ASSIGNMENT SUMMARY

Project: Habitat for Humanity  
 Location: Key Largo ITE  OTHER  See Report  
 Approx. US-1 MM: 97.6  
 Development Type: Single Family Homes  
 Project Size: 7 units  
 Average Trip Length: 10 miles N/E 50% N/E 50% S/W  
 10 miles S/W 50% S/W 50% S/W  
 Trip Generation Source:  
 Daily Trip Ends -  
 Weekday:  
 Saturday:  
 Sunday:  
 Weighted Daily:

Total Daily Trips	Percent Pass-By Trips	Percent Primary Trips	(1) Primary Trips	US-1 Segment Number	US-1 Segment Limits		(2) Percent Directional Split	(3) % Impact Based on Trip Length	Project Generated Trips	Year 2011 Reserve Capacity	Less Estimated Site Volume	2011 Remaining Reserve Capacity
					Begin MM	End MM						
91	0	100	91	#1	4.0	5.0	50	0	(1) (2) (3)			
				#2	5.0	9.0	50	0	0.5 * 0.00 ) = 0			
				#3	9.0	10.5	50	0	0.5 * 0.00 ) = 0			
				#4	10.5	16.5	50	0	0.5 * 0.00 ) = 0			
				#5	16.5	20.5	50	0	0.5 * 0.00 ) = 0			
				#6	20.5	23.0	50	0	0.5 * 0.00 ) = 0			
				#7	23.0	24.0	50	0	0.5 * 0.00 ) = 0			
				#8	24.0	27.5	50	0	0.5 * 0.00 ) = 0			
				#9	27.5	29.5	50	0	0.5 * 0.00 ) = 0			
				#10	29.5	33.0	50	0	0.5 * 0.00 ) = 0			
				#11	33.0	40.0	50	0	0.5 * 0.00 ) = 0			
				#12	40.0	47.0	50	0	0.5 * 0.00 ) = 0			
				#13	47.0	54.0	50	0	0.5 * 0.00 ) = 0			
				#14	54.0	60.5	50	0	0.5 * 0.00 ) = 0			
				#15	60.5	63.0	50	0	0.5 * 0.00 ) = 0			
				#16	63.0	73.0	50	0	0.5 * 0.00 ) = 0			
				#17	73.0	77.5	50	0	0.5 * 0.00 ) = 0			
				#18	77.5	79.5	50	5	0.5 * 0.05 ) = 2			1,001
				#19	79.5	84.0	50	21	0.5 * 0.21 ) = 10			329
				#20	84.0	86.0	50	37	0.5 * 0.37 ) = 17			941
				#21	86.0	91.5	50	56	0.5 * 0.56 ) = 25			675
				#22	91.5	99.5	50	100	0.5 * 1.00 ) = 46			4,393
				#23	99.5	106.0	50	74	0.5 * 0.74 ) = 34			11,082
				#24	106.0	112.5	50	42	0.5 * 0.42 ) = 19			9,200
												8,913

Project Segment ----->

**Period Setting**

**Analysis Name:** Weekday

**Project Name:** Habitat for Humanity for No: 1261  
the Upper Keys

**Date:** 10/17/2012

**City:** Big Pine Key

**State/Province:** Florida

**Zip/Postal Code:**

**Country:**

**Client Name:**

**Analyst's Name:** KTS/RPE

**Edition:** 9th

Land Use	Independent Variable	Size	Time Period	Method	Entry	Exit	Total
210 - Single-Family Detached Housing	Dwelling Units	7 <sup>(1)</sup>	Weekday	Best Fit	45	46	91

(1) indicates size out of range.

**Traffic Reductions**

Land Use	Entry Reduction	Adjusted Entry	Exit Reduction	Adjusted Exit
210 - Single-Family Detached Housing	0	45	0	46
	%		%	

**External Trips**

Land Use	External Trips	Pass-by%	Pass-by Trips	Non-pass-by Trips
210 - Single-Family Detached Housing	91	0	0	91
		%		

**ITE Deviation Details**

**Weekday**

Land use No deviations from ITE.

Methods 210 - Single-Family Detached Housing  
The chosen method (LOG) is not recommended by ITE. ITE recommends Average based on the criterion.

External Trips 210 - Single-Family Detached Housing  
ITE does not recommend a particular pass-by% for this case.

**Summary**

<b>Total Entering</b>	45
<b>Total Exiting</b>	46
<b>Total Entering Reduction</b>	0
<b>Total Exiting Reduction</b>	0
<b>Total Entering Internal Capture Reduction</b>	0
<b>Total Exiting Internal Capture Reduction</b>	0
<b>Total Entering Pass-by Reduction</b>	0
<b>Total Exiting Pass-by Reduction</b>	0
<b>Total Entering Non-Pass-by Trips</b>	45
<b>Total Exiting Non-Pass-by Trips</b>	46

**Period Setting**

**Analysis Name:** Weekday, Peak Hour of  
Adjacent Street Traffic, One  
Hour Between 4 and 6 p.m.

**Project Name:** Habitat for Humanity for the No: 1261  
Upper Keys

**Date:** 10/17/2012

**City:** Big Pine Key

**State/Province:** Florida

**Zip/Postal Code:**

**Country:**

**Client Name:**

**Analyst's Name:** KTS/RPE

**Edition:** 9th

Land Use	Independent Variable	Size	Time Period	Method	Entry	Exit	Total
210 - Single-Family Detached Housing	Dwelling Units	7 <sup>(1)</sup>	Weekday, Peak Hour of Adjacent Street Traffic, One Hour Between 4 and 6 p.m.	Best Fit	6	4	10

(1) indicates size out of range.

**Traffic Reductions**

Land Use	Entry Reduction	Adjusted Entry	Exit Reduction	Adjusted Exit
210 - Single-Family Detached Housing	0 %	6	0 %	4

**External Trips**

Land Use	External Trips	Pass-by%	Pass-by Trips	Non-pass-by Trips
210 - Single-Family Detached Housing	10	0 %	0	10

**ITE Deviation Details**

**Weekday, Peak Hour of Adjacent Street Traffic, One Hour Between 4 and 6 p.m.**

Landuse No deviations from ITE.

Methods 210 - Single-Family Detached Housing  
The chosen method (LOG) is not recommended by ITE. ITE recommends Average based on the criterion.

External Trips 210 - Single-Family Detached Housing  
ITE does not recommend a particular pass-by% for this case.

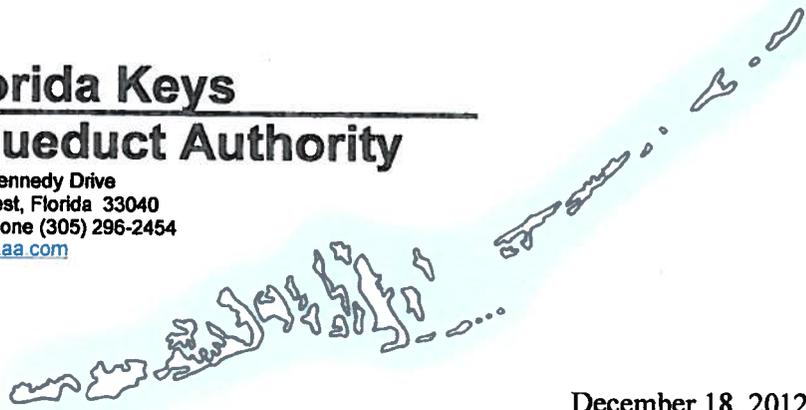
**Summary**

<b>Total Entering</b>	6
<b>Total Exiting</b>	4
<b>Total Entering Reduction</b>	0
<b>Total Exiting Reduction</b>	0
<b>Total Entering Internal Capture Reduction</b>	0
<b>Total Exiting Internal Capture Reduction</b>	0
<b>Total Entering Pass-by Reduction</b>	0
<b>Total Exiting Pass-by Reduction</b>	0
<b>Total Entering Non-Pass-by Trips</b>	6
<b>Total Exiting Non-Pass-by Trips</b>	4



## Florida Keys Aqueduct Authority

1100 Kennedy Drive  
Key West, Florida 33040  
Telephone (305) 296-2454  
[www.fkaa.com](http://www.fkaa.com)



December 18, 2012

J. Robert Dean  
Chairman  
District 3

Antoinette M. Appel  
Vice-Chairman  
District 4

Brian L. Barroso  
Secretary/Treasurer  
District 1

Melva G. Wagner  
District 2

David C. Ritz  
District 5

Kirk C. Zuelch  
Executive Director

Nelson Ortiz, P.E.  
Consulting Engineering & Science, Inc.  
10700 North Kendall Drive, Suite 400  
Miami, Florida 33176

RE: Habitat for Humanity  
104 First Avenue, Mandalay-Key Largo  
RE#:00554720-000000 700554720-000100  
Location #006999-5/8" Meter

Dear Mr. Ortiz,

This letter will serve as proof of coordination of the above referenced project with the Florida Keys Aqueduct Authority.

There are 6" water mains located on First Avenue, East Second Street and East First Street in front of the proposed site which appears adequate to serve this project.

A complete set of Civil and Architectural plans will be required to determine meter requirements and system development charges.

Should you have any questions or require any further information please feel free to call me.

Sincerely,  
Florida Keys Aqueduct Authority

Marnie L. Walterson  
Distribution Design Specialist

CC Sue Reich, Customer Service Manager Tavernier  
Yusi Bonachea, Customer Service Manager Marathon  
Karla Hernandez, Customer Service Manager Key West



**MANDALAY  
AMENDED**

**MANDALAY**

**KEY  
LARGO  
NORTH**





**FLORIDA KEYS ELECTRIC COOPERATIVE  
ASSOCIATION, INC. – FKEC**

91630 OVERSEAS HIGHWAY, P.O. BOX 377, TAVERNIER, FL 33070-0377 PHONE (305) 852-2431 FAX: (305) 852-4794

November 9, 2012

Nelson H. Ortiz, P. E.  
Vice President  
Consulting Engineering & Science, Inc.  
10700 North Kendall Drive, Suite 400  
Miami, FL 33176

**Re: Letter of Coordination – Mandalay Bay for the Habitat for Humanity  
Construction of 7 New Single Family Residences  
On 7 Parcels**

Dear Nelson:

The facilities and operations of Florida Keys Electric Cooperative Association, Inc. (FKEC) are designed to accommodate normal electrical load growth, providing sufficient energy is available from our mainland supplier. FKEC anticipates no significant problems in providing power to the property referenced above.

Easements may be required.

When preliminary electrical and site plans are available, please arrange to meet with FKEC Engineering staff to review and plan the project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Keith Kropf", is written over a faint, light blue grid background.

Keith Kropf, PE  
Director of Engineering



**BOARD OF COUNTY COMMISSIONERS**

Mayor George Neugent, District 2  
Mayor Pro Tem, Heather Carruthers, District 3  
Danny L. Kollhage, District 1  
David Rice, District 4  
Sylvia J. Murphy, District 5

OFFICE of  
the FIRE MARSHAL  
490 63<sup>rd</sup> Street  
Marathon, FL 33050  
PHONE: (305) 289-6010  
FAX: (305) 289-6013



Nelson H. Ortiz, P.E.  
Vice President  
Consulting Engineering & Science, Inc.  
10700 North Kendall Drive, Suite 400  
Miami, Florida 33176

December 17, 2012

RE: Letter of Coordination

Dear Contact,

Pursuant to the requirements of the Monroe County Planning Department Development Permit Application, this shall serve as the letter of coordination between the Monroe County Fire Marshal's Office and the agent and/or property owner for Habitat For Humanity housing project to be located in Key Largo.

1. The Fire Marshal's Office enforces the Florida Fire Prevention Code (2010), The Florida Building Code (2010), National Fire Protection Code (NFPA 1), Life Safety Code (NFPA 101) and related NFPA standards as applicable and adopted by the State of Florida.
2. Approved fire hydrants shall be provided for building to meet necessary fire flow requirements as determined by the NFPA 1, Ch.18, and approved by the Florida Keys Aqueduct Authority (FKAA).
3. Preliminary review of the site plan seems to indicate that only one fire hydrant need be installed, provided the homes are protected by a sprinkler system in accordance with NFPA 13D.
4. Fire Department access shall comply with NFPA 1, Ch.18.

It is understood that after conceptual review of the project has been granted, preliminary fire protection plans shall be included with improvements to water supply via fire hydrant and shall be submitted to Fire Marshal's Office prior to final plan review and issuance of a building permit. The Monroe County Fire Rescue Department provides fire suppression service to the proposed project location.

Sincerely,

  
Steven M. Zavalney  
Captain, Fire Prevention

Cc: Monroe County Planning Department

# 300 FOOT BUFFER MAP





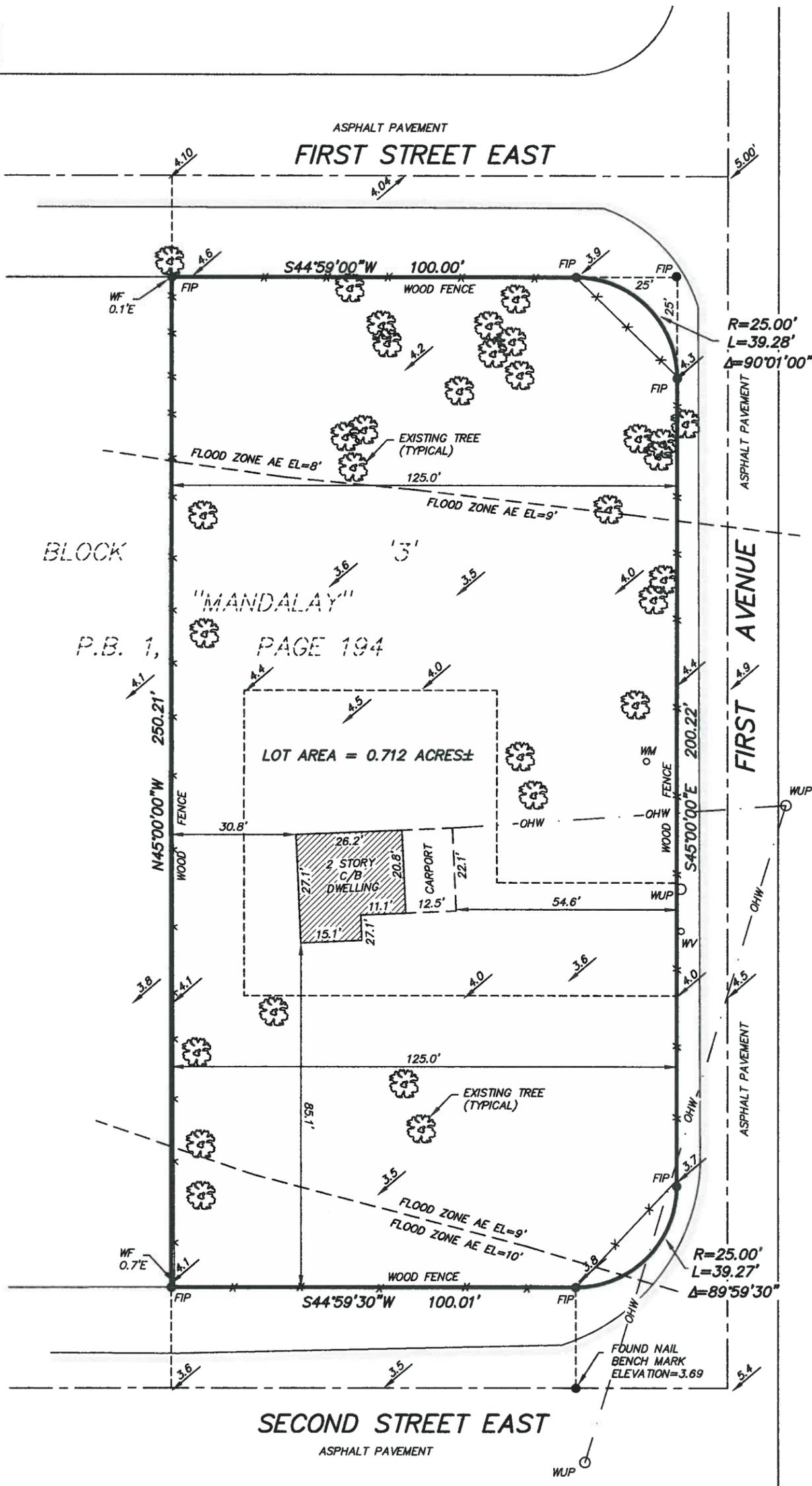




# BOUNDARY SURVEY



NORTH



### LEGAL DESCRIPTION:

THE NORTHEASTERLY 125 FEET OF BLOCK 3, "MANDALAY", ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, AT PAGE 194, OF THE PUBLIC RECORDS OF MONROE COUNTY, FLORIDA.

### SURVEYOR'S NOTES:

1. THE BEARINGS SHOWN HEREON ARE ASSUMED AND WERE DERIVED FROM THE SOUTHWEST LINE OF FIRST AVENUE, HAVING A BEARING OF  $N00^{\circ}00'00''E$ .
2. BUILDING SETBACKS SHOWN HEREON WERE TAKEN AT THE FOUNDATION OF BUILDING.
3. VISIBLE EASEMENTS OR ENCROACHMENTS ARE SHOWN OR NOTED HEREON.
4. THE SYMBOLS REFLECTED IN THE LEGEND AND ON THIS SURVEY MAY HAVE BEEN ENLARGED FOR CLARITY. THE SYMBOLS HAVE BEEN PLOTTED AT THE CENTER OF THE FIELD LOCATION AND MAY NOT REPRESENT THE ACTUAL SHAPE OR SIZE OF THE FEATURE.
5. THIS SURVEY WAS CONDUCTED WITHOUT THE BENEFIT OF A TITLE REPORT OR TITLE ABSTRACT AND THEREFORE MAY NOT NECESSARILY SHOW ALL RIGHTS-OF-WAY, EASEMENTS OR OTHER ENCUMBRANCES OF RECORD.
6. UNDERGROUND IMPROVEMENTS, UTILITIES OR ENCROACHMENTS NOT LOCATED.
7. ELEVATIONS SHOWN HEREON ARE REFERRED TO NGVD 1929 DATUM.

### ABBREVIATIONS:

- FIP = FOUND 5/8" IRON PIPE "NO.I.D."
- LB = LICENSED BUSINESS
- CL = CENTERLINE
- CONC. = CONCRETE
- C/B = CONCRETE BLOCK
- COV. = COVERED
- A/C = AIR CONDITIONER
- Δ = CENTRAL ANGLE
- R = RADIUS
- L = ARC LENGTH
- EL = ELEVATION
- I.D. = IDENTIFICATION
- WM = WATER METER
- WUP = WOOD UTILITY POLE
- OHW = OVERHEAD WIRES
- WF = WOOD FENCE

### FLOOD INFORMATION:

ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY'S "FLOOD INSURANCE RATE MAP" COMMUNITY PANEL NUMBER 12087 C 0929 K, DATED FEBRUARY 18, 2005, THIS PROPERTY LIES IN ZONE AE (SEE SURVEY FOR ELEVATIONS)

### CERTIFIED TO:

HABITAT FOR HUMANITY OF THE UPPER KEYS INC.



CLIENT HABITAT	
JOB NO.	03-01-12
ACAD FILE	KEY-LARGO
FIELD DATE	03-06-12
CHECKED BY:	SD
DRAWN BY:	SD
FLD. BOOK:	AGD03-PG03
REVISIONS	DATE

"UNLESS IT BEARS THE SIGNATURE AND ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER, THE BOUNDARY SURVEY IS FOR INFORMATION ONLY AND IS NOT VALID"

DECEMBER 31, 2012

*Alexander G. Duchart*  
 ALEXANDER G. DUCHART  
 PROFESSIONAL SURVEYOR & MAPPER  
 FLORIDA REGISTRATION NO. 5998



A. DUCHART LAND SURVEYING, INC.

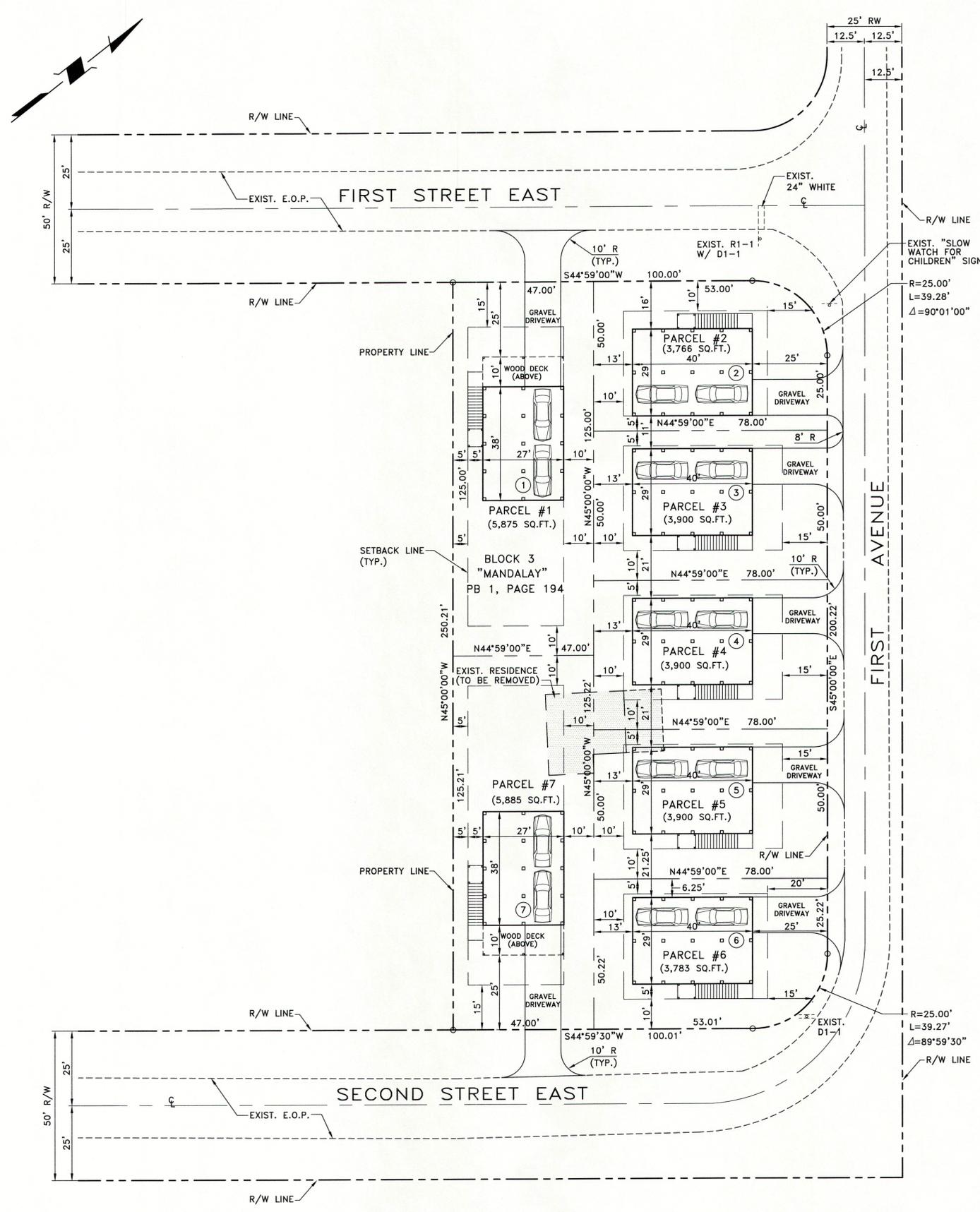
2403 VERMONT AVENUE EAST  
 BRADENTON, FL 34208  
 aduchart@gmail.com  
 1-800-402-8768

- Boundary
- Construction
- Plotting
- ALTA
- Topographic

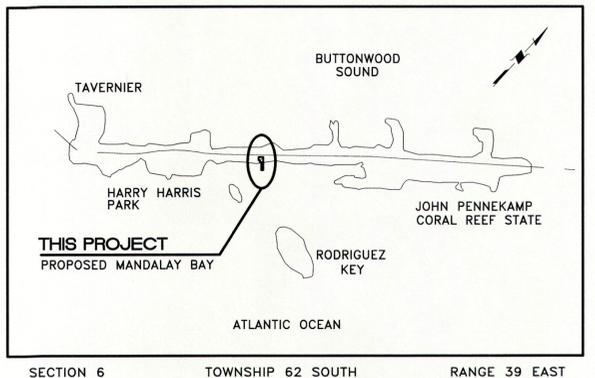
Reliable, On-Time Surveys.

www.logsidecriptions.net

SCALE: 1" = 30'



**LAYOUT PLAN**  
SCALE: 1" = 20'



**LOCATION SKETCH**  
N.T.S.

**LEGAL DESCRIPTION**

THE NORTHEASTERLY 125 FEET OF BLOCK 3, "MANDALAY" ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, AT PAGE 194, OF THE PUBLIC RECORDS OF MONROE COUNTY, FLORIDA.

**SITE DATA TABLE**

ZONING DISTRICT	UR (URBAN RESIDENTIAL)
TIER	- III
FLUM	- RESIDENTIAL HIGH (RH)
DISTRICT BOUNDARY BUFFERS	- AS REQUIRED
PARKING	- 2 PER UNIT
DENSITY AFFORDABLE HOUSING	- 18 DU/ACRE (3,457 SF PER UNIT)
REQUIRED FRONT SETBACK	15' (ATTACHED OR DETACHED RESIDENTIAL)
REQUIRED SIDE SETBACK	10' SINGLE/15' TOTAL
REQUIRED REAR SETBACK	10'
MAXIMUM HEIGHT ALLOWED	3 STORIES OR 35'-0"
OPEN SPACE (PLANNING)	- 20%

**SIGN LEGEND**

- R1-1 30" X 30" STOP SIGN
- D1-1 STREET NAME SIGN

**RESIDENCES**

- ① 2-BEDROOM RESIDENCE (1,026 SF)
- ② 3-BEDROOM RESIDENCE (1,160 SF)
- ③ 3-BEDROOM RESIDENCE (1,160 SF)
- ④ 3-BEDROOM RESIDENCE (1,160 SF)
- ⑤ 3-BEDROOM RESIDENCE (1,160 SF)
- ⑥ 3-BEDROOM RESIDENCE (1,160 SF)
- ⑦ 2-BEDROOM RESIDENCE (1,026 SF)

NOTE: HOUSE LAYOUTS AND FOOTPRINTS ARE CONCEPTUAL AND SUBJECT TO CHANGE.

**GENERAL NOTES**

- ELEVATIONS SHOWN REFER TO THE NATIONAL GEODETIC VERTICAL DATUM (N.G.V.D.).
- HORIZONTAL AND VERTICAL CONTROL POINTS SHALL BE PROVIDED BY THE OWNER. IN THE EVENT THAT CONTROL POINTS ARE DISTURBED BY CONTRACTOR, CONTRACTOR SHALL PAY FOR ALL RESETTING OF CONTROL POINTS. ALL CONSTRUCTION LAYOUT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. CONTRACTOR SHALL STAKE ALL WORK FOR ENGINEER REVIEW AND APPROVAL PRIOR TO PROCEEDING WITH THE WORK.
- IT IS THE INTENT OF THESE DRAWINGS TO BE IN ACCORDANCE WITH APPLICABLE CODES AND AUTHORITIES HAVING JURISDICTION. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH MIAMI-DADE COUNTY PUBLIC WORKS STANDARD SPECIFICATIONS AND DETAILS. ANY DISCREPANCIES BETWEEN THESE DRAWINGS AND APPLICABLE CODES SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE ENGINEER.
- EXISTING UTILITIES SHOWN ARE BASED ON INFORMATION SUPPLIED BY OTHERS. IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO VERIFY ALL UNDERGROUND FACILITIES PRIOR TO THE START OF CONSTRUCTION AND COORDINATE WITH THE VARIOUS UTILITY COMPANIES TO RELOCATE BY-PASS OR OTHERWISE ENSURE THAT UTILITY SERVICES WILL NOT BE INTERRUPTED DURING CONSTRUCTION.
- EXISTING GRADES WERE TAKEN FROM THE BEST AVAILABLE DATA AND MAY NOT ACCURATELY REFLECT PRESENT CONDITIONS. CONTRACTOR SHALL BE RESPONSIBLE FOR FAMILIARIZING HIMSELF WITH CURRENT SITE CONDITIONS, AND SHALL REPORT ANY DISCREPANCIES TO THE ENGINEER PRIOR TO STARTING WORK.
- BOUNDARY AND TOPOGRAPHIC DATA BASED UPON SURVEY PREPARED BY A. DUCHART LAND SURVEYING, INC., BRADENTON, FLORIDA, DATED MARCH 6, 2012.

**DEMOLITION NOTES**

- UNLESS OTHERWISE NOTED, ALL EXISTING IMPROVEMENTS WITHIN THE DESIGNATED DEMOLITION LIMITS, INCLUDING BUT NOT LIMITED TO STRUCTURES, FOUNDATIONS, SLABS, PAVEMENT, DRAINAGE FACILITIES, SITE LIGHTING FACILITIES, AND UTILITY FACILITIES, SHALL BE REMOVED IN THEIR ENTIRETY. SEE ARCHITECTURAL DRAWINGS FOR ADDITIONAL INFORMATION.
- ALL EXISTING BUILDING STRUCTURES SHALL BE REMOVED INCLUDING FOUNDATIONS, UNDERGROUND PIPING, GREASE TRAPS, ETC.
- ASPHALTIC PAVEMENT DESIGNATED FOR DEMOLITION SHALL BE REMOVED AND DISPOSED OF OFF-SITE AT AN APPROVED LOCATION. SAWCUT ALL PAVEMENT EDGES WHERE EXISTING PAVEMENT IS TO REMAIN.
- LIMEROCK SUBBASE SHALL BE SCARIFIED TO ITS FULL DEPTH AND SHAPED TO THE LINES AND GRADES SHOWN IN THESE DRAWINGS. IN NO CASE SHALL REMOVED LIMEROCK SUBBASE BE USED AS SUBBASE FOR NEW ROADWAYS, DRIVEWAYS, OR PARKING AREAS.
- ALL EXISTING DRAINAGE IMPROVEMENTS SHALL BE REMOVED, INCLUDING STRUCTURES, PIPES, FRENCH DRAINS, ETC.
- ALL EXISTING UTILITIES INCLUDING, BUT NOT LIMITED TO, WATER, SEWER, GAS, POWER & TELEPHONE SHALL BE TERMINATED AT PROPERTY LINE AND REMOVED WITHIN THE DEMOLITION LIMITS. CONTRACTOR SHALL COORDINATE WITH EACH AFFECTED UTILITY COMPANY.
- ALL DEMOLITION DEBRIS, EQUIPMENT AND APPURTENANCES SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND DISPOSED OF OFF-SITE IN AN APPROVED MANNER.

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2013-001  
MONROE CO. PLANNING DEPT

**CONSULTING ENGINEERING & SCIENCE, INC.**  
10700 N. KENDALL DRIVE SUITE 400  
MIAMI, FLORIDA 33176 (305) 378-5555  
EB-0003255

FOR THE FIRM:  
NELSON H. ORTIZ  
PE-57566 (CIVIL)

DATE	REMARK
12/18/12	SUBMIT TO MONROE COUNTY

**HABITAT FOR HUMANITY**  
7 SINGLE FAMILY HOMES  
104 FIRST AVENUE  
KEY LARGO, FLORIDA 33037

HABITAT FOR HUMANITY  
OF THE UPPER KEYS, INC.  
98970 OVERSEAS HIGHWAY  
KEY LARGO, FLORIDA 33037  
PHONE: (305) 453-0050

**LAYOUT PLAN AND NOTES**

DRAWN BY:	S.D.
CHECKED BY:	N.H.O.
APPROVED BY:	N.H.O.
DATE:	10-30-12
PROJECT NO.:	12062

REVISIONS	

SCALE: AS SHOWN  
SHEET NUMBER:

**PLAT SUBMITTAL**

**C-1**

1 OF 2



CONSULTING ENGINEERING & SCIENCE, INC.  
 10700 N. KENDALL DRIVE SUITE 400  
 MIAMI, FLORIDA 33176 (305) 578-5555  
 EB-0003255

FOR THE FIRM:  
 NELSON H. ORTIZ  
 PE-57556 (CIVIL)

PRINTED

DATE	REMARK
12/18/12	SUBMIT TO MONROE COUNTY

HABITAT FOR HUMANITY  
 7 SINGLE FAMILY HOMES  
 104 FIRST AVENUE  
 KEY LARGO, FLORIDA 33037

HABITAT FOR HUMANITY  
 OF THE UPPER KEYS, INC.  
 98970 OVERSEAS HIGHWAY  
 KEY LARGO, FLORIDA 33037  
 PHONE: (305) 453-0050

PAVING-GRADING-  
 DRAINAGE PLAN,  
 NOTES AND DETAILS

DRAWN BY: S.D.  
 CHECKED BY: N.H.O.  
 APPROVED BY: N.H.O.  
 DATE: 10-30-12  
 PROJECT NO.: 12062

NO.	REVISIONS

SCALE: AS SHOWN  
 SHEET NUMBER:

C-2

PAVING-GRADING-DRAINAGE NOTES

- ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH MONROE COUNTY SPECIFICATIONS AND DETAILS. ANY DISCREPANCIES BETWEEN THOSE REQUIREMENTS AND ANYTHING SHOWN IN THESE DRAWINGS SHALL BE BROUGHT TO THE ENGINEER'S ATTENTION IMMEDIATELY.
- GRADING SHALL CONSIST OF ALL EXCAVATION, FILLING, SHAPING AND SLOPING NECESSARY FOR THE CONSTRUCTION. PREPARATION AND COMPLETION OF ALL SUBGRADES, SHOULDERS, SLOPES, PAVEMENTS AND OTHER AREAS, ALL IN ACCORDANCE WITH THE ALIGNMENTS AND GRADES SHOWN.
- SAWCUT ALL PAVEMENT EDGES WHERE EXISTING PAVEMENT IS TO REMAIN.
- ASPHALTIC PAVEMENT SHALL CONSIST OF COMPACTED SUBGRADE, COMPACTED LIMEROCK SUBBASE AND TYPE S-3 ASPHALTIC CONCRETE, AS DETAILED.
- CONCRETE CURB, SIDEWALK AND SLABS, WHERE INDICATED, SHALL CONSIST OF 3,000 PSI PORTLAND CEMENT CONCRETE, AS DETAILED.
- ALL REINFORCING, ALL SIZES, SHALL CONFORM TO ASTM A615, GRADE 60.
- ALL EXPOSED CONCRETE SURFACES SHALL RECEIVE A LIGHT BROOM FINISH, UNLESS OTHERWISE DIRECTED.

UTILITY DEMOLITION NOTES

- THE CONTRACTOR SHALL VERIFY LOCATION OF ALL UTILITY SERVICE LINES PRIOR TO START OF CONSTRUCTION AND DETERMINE THE REQUIREMENTS FOR THEIR PROTECTION.
- THE CONTRACTOR SHALL ARRANGE FOR THE PROPER DISCONNECTION AND CAPPING OF ALL UTILITIES BY THE APPROPRIATE CERTIFIED TECHNICIAN.
- THE CONTRACTOR SHALL CONTACT ALL UTILITY COMPANIES AND OWNER PRIOR TO DEMOLISHING ANY EXISTING UTILITIES.
- THE CONTRACTOR SHALL BE RESPONSIBLE TO PROTECT ALL UTILITIES DESIGNATED TO REMAIN AND TO REPAIR ANY DAMAGED UTILITIES.

DRAINAGE CALCULATIONS

CRITERIA

PROVIDE ON-SITE DETENTION FOR RUNOFF DIFFERENCE BETWEEN PRE-DEVELOPMENT AND POST-DEVELOPMENT CONDITIONS. REFERENCES MADE ARE TO SFWMD - VOLUME IV.

RESIDENCE 2 THRU 6	= 3,900 SF	EXIST: 0.00 SF IMPERVIOUS (0.00%)	3,900 SF PERVIOUS (100.00%)
PROP:	1,285 SF IMPERVIOUS (32.95%)	2,615 SF PERVIOUS (67.05%)	

SOIL STORAGE (REF. PG. C-III-1)

AVERAGE GRADE ELEV.	= 4.00
WATER TABLE	= 2.00
EST. DEPTH TO WATER TABLE	= 2.00', THEREFORE
S = COMPACTED SOIL STORAGE	= 1.88"
P = (25-YEAR, 3-DAY RAINFALL)	= 12.00"

PRE-DEVELOPMENT CONDITION

A. SPECIFIC S	= 1.88" (1.000)	= 1.88"
B. RUNOFF Q	= $\frac{(P - 0.2S)^2}{(P+0.8S)}$ , WHERE P = 12.00"	S = 1.88"
(REF. PG. C-I-6 & C-II-1)		
	= 10.00"	

POST-DEVELOPMENT CONDITION

A. SPECIFIC S	= 1.88" (0.7585)	= 1.26"
B. RUNOFF Q	= $\frac{(P - 0.2S)^2}{(P+0.8S)}$ , WHERE P = 12.00"	S = 1.26"
(REF. PG. C-I-6 & C-II-1)		
	= 10.61"	

REQUIRED DETENTION

VOLUME =  $\frac{(10.61" - 10.00") \times 3,900 \text{ SF}}{12"} = 198 \text{ CF}$

DRY RETENTION REQUIRED	= 198 CF
DRY RETENTION PROVIDED	= 284 CF

CRITERIA

PROVIDE ON-SITE DETENTION FOR RUNOFF DIFFERENCE BETWEEN PRE-DEVELOPMENT AND POST-DEVELOPMENT CONDITIONS. REFERENCES MADE ARE TO SFWMD - VOLUME IV.

RESIDENCE 1 AND 8	= 5,885 SF	EXIST: 0.00 SF IMPERVIOUS (0.00%)	5,885 SF PERVIOUS (100.00%)
PROP:	1,421 SF IMPERVIOUS (24.15%)	4,464 SF PERVIOUS (75.85%)	

SOIL STORAGE (REF. PG. C-III-1)

AVERAGE GRADE ELEV.	= 4.00
WATER TABLE	= 2.00
EST. DEPTH TO WATER TABLE	= 2.00', THEREFORE
S = COMPACTED SOIL STORAGE	= 1.88"
P = (25-YEAR, 3-DAY RAINFALL)	= 12.00"

PRE-DEVELOPMENT CONDITION

A. SPECIFIC S	= 1.88" (1.000)	= 1.88"
B. RUNOFF Q	= $\frac{(P - 0.2S)^2}{(P+0.8S)}$ , WHERE P = 12.00"	S = 1.88"
(REF. PG. C-I-6 & C-II-1)		
	= 10.00"	

POST-DEVELOPMENT CONDITION

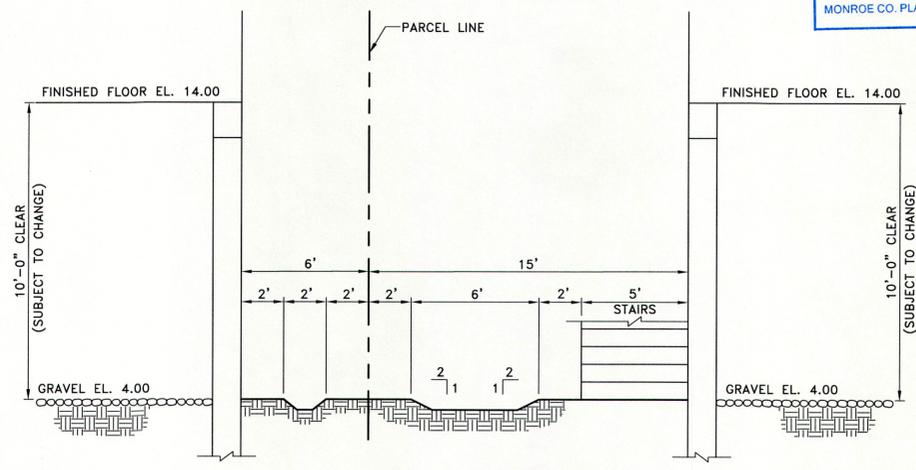
A. SPECIFIC S	= 1.88" (0.7585)	= 1.43"
B. RUNOFF Q	= $\frac{(P - 0.2S)^2}{(P+0.8S)}$ , WHERE P = 12.00"	S = 1.43"
(REF. PG. C-I-6 & C-II-1)		
	= 10.44"	

REQUIRED DETENTION

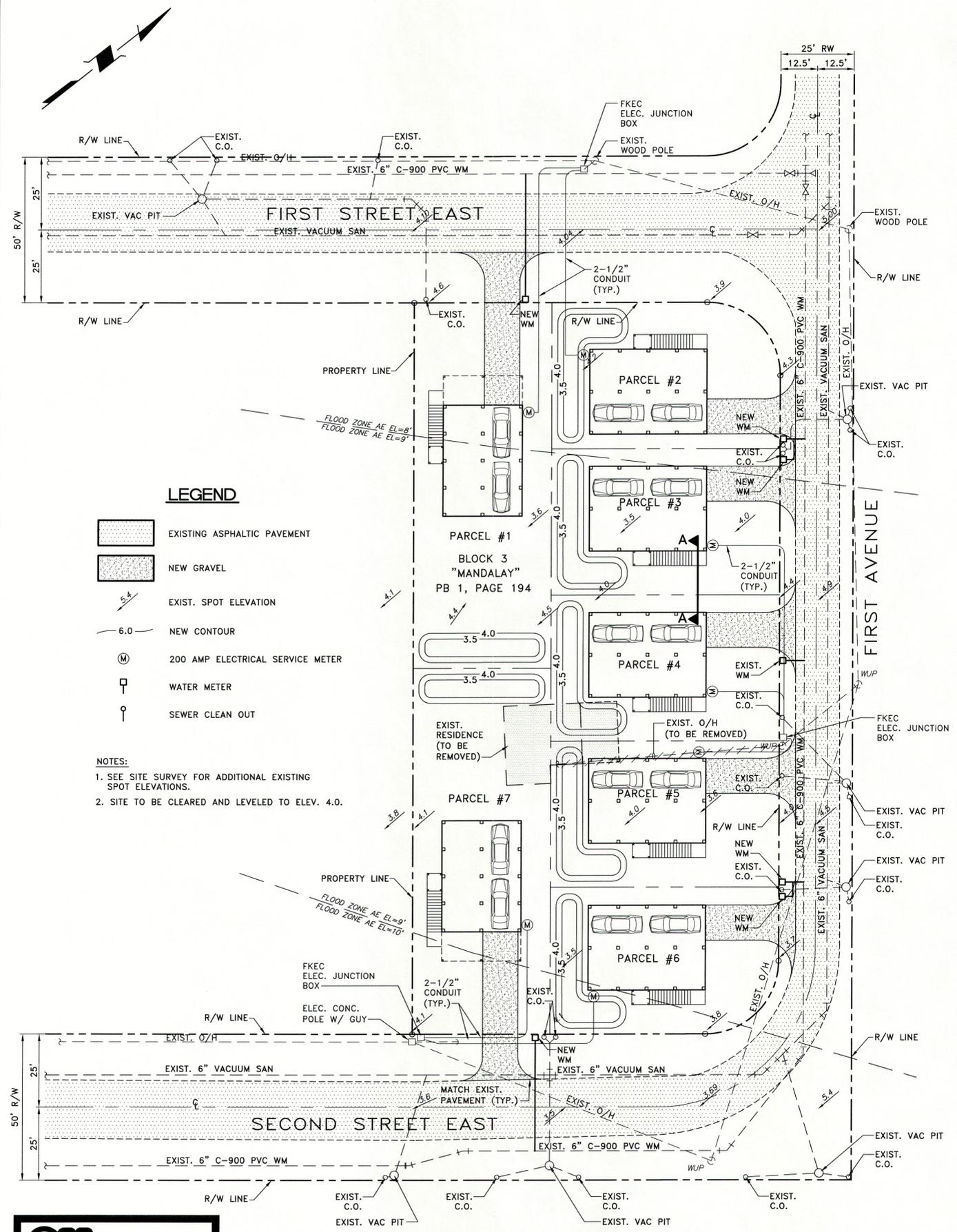
VOLUME =  $\frac{(10.44" - 10.00") \times 5,885 \text{ SF}}{12"} = 216 \text{ CF}$

DRY RETENTION REQUIRED	= 216 CF
DRY RETENTION PROVIDED	= 230 CF

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SECTION A-A  
 SCALE: 1" = 4'



PAVING-GRADING-DRAINAGE PLAN  
 SCALE: 1" = 20'

LEGEND

- EXISTING ASPHALTIC PAVEMENT
- NEW GRAVEL
- EXIST. SPOT ELEVATION
- NEW CONTOUR
- 200 AMP ELECTRICAL SERVICE METER
- WATER METER
- SEWER CLEAN OUT

NOTES:

- SEE SITE SURVEY FOR ADDITIONAL EXISTING SPOT ELEVATIONS.
- SITE TO BE CLEARED AND LEVELED TO ELEV. 4.0.



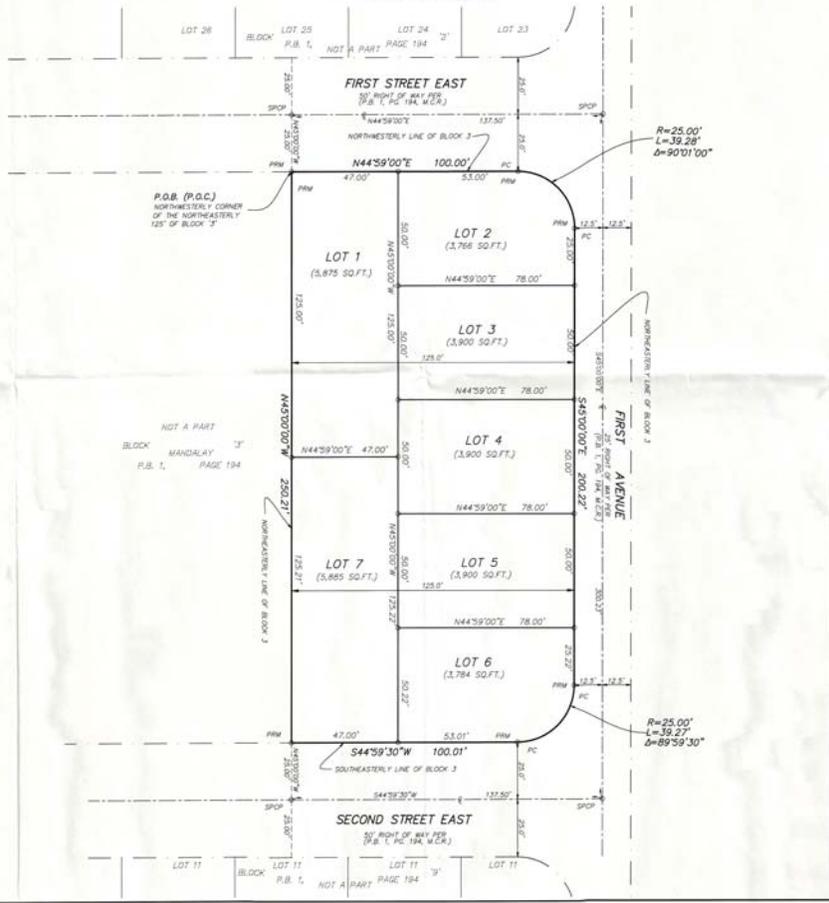


AREA TABULATION		
LOT	AREA (SQUARE FEET)	AREA (ACRES)
1	5,875	0.133
2	3,768	0.086
3	3,900	0.090
4	3,900	0.090
5	3,900	0.090
6	3,784	0.087
7	5,885	0.134
TOTAL	31,012	0.712

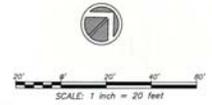
## HABITAT AT MANDALAY

BEING A REPLAT OF A PORTION OF BLOCK 3, "MANDALAY"  
P.B. 1, PG. 194, OF THE PUBLIC RECORDS OF MONROE COUNTY, FLORIDA  
SECTION 6, TOWNSHIP 62 SOUTH, RANGE 39 EAST  
CITY OF KEY LARGO, MONROE COUNTY, FLORIDA  
SEPTEMBER, 2013

SHEET 2 OF 2 SHEETS



- LEGEND:**
- SPCP DENOTES SET POINT MAIL & DISC "PMS5988"
  - SRM DENOTES SET 1/2"x24" IRON ROD & CAP "PMS5988"
  - S DENOTES SET 1/2"x24" IRON ROD & CAP "PMS5988"
  - PRM DENOTES PERMANENT REFERENCE MONUMENT
  - S/A/A/E DENOTES DRAINAGE, ACCESS & UTILITY EASEMENT
  - A DENOTES CENTRAL ANGLE
  - R DENOTES RADIUS
  - L DENOTES ARC LENGTH
  - P.B. DENOTES PLAT BOOK
  - POP DENOTES PERMANENT CONTROL POINT
  - PC DENOTES CENTERLINE
  - P.O.B. DENOTES POINT OF BEGINNING
  - P.O.C. DENOTES POINT OF COMMENCEMENT
  - C DENOTES CHORD DISTANCE
  - CB DENOTES CHORD BEARING
  - U.E. DENOTES UTILITY EASEMENT
  - PC DENOTES POINT OF CURVATURE
  - M DENOTES MEASURED
  - (P) DENOTES RECORD PLAT INFORMATION
  - SQ.FT. DENOTES SQUARE FEET



DRAWING PREPARED BY:  
**ALDICHART LAND SURVEYING, INC.**  
2443 HENRY AVENUE EAST  
BRADENTON, FL 34208  
(813) 741-1111  
www.aldichart.com

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2013-1001  
MONROE CO. PLANNING DEPT.

# KEYS TRAFFIC STUDIES, LLC

SERVING THE KEYS SINCE 1988  
725 PLANTATION DRIVE  
TITUSVILLE, FLORIDA 32780  
Phone: (305) 322-6556 Fax: (866) 821-1762  
[rpe@keystraffic.com](mailto:rpe@keystraffic.com)

October 22, 2012

**EMAIL ONLY**

Mr. Jack Niedbalski, Executive director  
Habitat for Humanity Upper Keys  
c/o Joel Reed  
PO Box 2151  
Key Largo, FL 33037

**RE: Proposed Habitat for Humanity Residential – Key Largo  
Level I Traffic Engineering Report**

Dear Mr. Niedbalski:

Per your request, Keys Traffic Studies, LLC (KTS) has estimated the traffic volume to be generated by the proposed Habitat for Humanity. The site is located at 104 First Street near US 1 Mile Marker 97.6 in Key Largo, Florida. The estimated quantity of daily trips to be generated by the proposed development warrants a level 1 traffic analysis according to the Monroe County Traffic Reporting Guidelines. It is understood that the proposed development will include seven (7) single family homes.

Software that supports the Institute of Transportation Engineers (ITE) 9<sup>th</sup> edition of the *Trip Generation Manual* was used to estimate daily and peak hour trips for ITE land use code 210 (single family homes). The proposed daily and PM peak hour volume is estimated as follows:

<u>Land use</u>	ITE Code	Weighted	PM Peak Hour		
		Daily Trips	In	Out	Total
<b>Proposed development:</b>					
Single family homes = 7	210	91	6	4	10

According to the *2011 US 1 Arterial Travel Time and Delay Study for Monroe County Florida*, (latest available) the site is located in Segment 22, which has 11,128 daily reserve trips. The north/south distribution of trips is estimated equally at 50%. Approximately 46 new daily trips will reduce the reserve volume along US 1 in Segment 22 to 11,082 daily trips. The estimated ten new peak hour trips will generate on average about one new trip every six (6) minutes over a one (1) hour period and not likely noticed by area residents.

Access to the various home sites is along First Street. Clear zone sight triangles at each home site's driveway connection may be depicted on the final site plan to be distributed with the developer's application to county staff.

Mr. Niedbalski  
October 22, 2012  
Page two

All documentation for the trip generation plus copies of a general location map, an aerial of the area, the ITE trip generation and the 2011 Level of Service and Reserve Capacity table/information is attached for your perusal.

Please present this information as part of your application process to Monroe County staff. If additional information is needed, please contact me at your convenience.

Sincerely,

Keys Traffic Studies, LLC

A handwritten signature in blue ink that reads "Richard P. Eichinger". The signature is written in a cursive style.

Richard P. Eichinger, Principal  
Traffic Engineering Manager  
Enclosures

RPE/1261

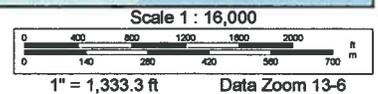
cc: Joel Reed



Data use subject to license.

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www.delorme.com



# Habitat for Humanity

Seven single family home lots

MONROE COUNTY PROPERTY APPRAISER OFFICE



THIS PROPERTY LOCATION MAP HAS BEEN COMPILED FOR INTERNAL OFFICE USE AS AN AID IN THE PREPARATION OF THE MONROE COUNTY TAX ROLL. IT IS NOT A SURVEY AND THE OWNERSHIP INFORMATION DEPICTED THEREON SHOULD NOT BE RELIED UPON FOR TITLE PURPOSES. NEITHER MONROE COUNTY NOR THE OFFICE OF THE PROPERTY APPRAISER ASSUMES RESPONSIBILITY FOR ANY ERRORS OR OMISSIONS.

1:3,904  
Date: 10/17/2012

HABITAT FOR HUMANITY ARTERIAL TRIP ASSIGNMENT SUMMARY

Project: Habitat for Humanity  
 Location: Key Largo ITE  OTHER  See Report  
 Approx. US-1 MM: 97.6  
 Development Type: Single Family Homes  
 Project Size: 7 units  
 Average Trip Length: 10 miles N/E 50% N/E  
 10 miles S/W 50% S/W  
 Trip Distribution:  
 Daily Trip Ends -  
 Weekday:  
 Saturday:  
 Sunday:  
 Weighted Daily:

Trip Generation Source:  
 ITE   
 OTHER  See Report

Total Daily Trips	Percent Pass-By Trips	Percent Primary Trips	(1)		US-1 Segment Number	US-1 Segment Limits		(2) Percent Directional Split	(3) % Impact Based on Trip Length	Project Generated Trips (1) (2) (3)	Year 2011 Reserve Capacity	Less Estimated Site Volume	2011 Remaining Reserve Capacity
			Primary Trips	Trips		Begin MM	End MM						
91	0	100	91		#1	4.0	5.0	50	0	( 91 * 0.5 * 0.00 ) = 0			1,001
					#2	5.0	9.0	50	0	( 91 * 0.5 * 0.00 ) = 0			329
					#3	9.0	10.5	50	0	( 91 * 0.5 * 0.00 ) = 0			941
					#4	10.5	16.5	50	0	( 91 * 0.5 * 0.00 ) = 0			675
					#5	16.5	20.5	50	0	( 91 * 0.5 * 0.00 ) = 0			4,393
					#6	20.5	23.0	50	0	( 91 * 0.5 * 0.00 ) = 0			11,082
					#7	23.0	24.0	50	0	( 91 * 0.5 * 0.00 ) = 0			9,200
					#8	24.0	27.5	50	0	( 91 * 0.5 * 0.00 ) = 0			8,913
					#9	27.5	29.5	50	0	( 91 * 0.5 * 0.00 ) = 0			
					#10	29.5	33.0	50	0	( 91 * 0.5 * 0.00 ) = 0			
					#11	33.0	40.0	50	0	( 91 * 0.5 * 0.00 ) = 0			
					#12	40.0	47.0	50	0	( 91 * 0.5 * 0.00 ) = 0			
					#13	47.0	54.0	50	0	( 91 * 0.5 * 0.00 ) = 0			
					#14	54.0	60.5	50	0	( 91 * 0.5 * 0.00 ) = 0			
					#15	60.5	63.0	50	0	( 91 * 0.5 * 0.00 ) = 0			
					#16	63.0	73.0	50	0	( 91 * 0.5 * 0.00 ) = 0			
					#17	73.0	77.5	50	0	( 91 * 0.5 * 0.00 ) = 0			
					#18	77.5	79.5	50	5	( 91 * 0.5 * 0.05 ) = 2	951	2	
					#19	79.5	84.0	50	21	( 91 * 0.5 * 0.21 ) = 10	692	10	
					#20	84.0	86.0	50	37	( 91 * 0.5 * 0.37 ) = 17	4,418	17	
					#21	86.0	91.5	50	56	( 91 * 0.5 * 0.56 ) = 25	11,128	25	
					#22	91.5	99.5	50	100	( 91 * 0.5 * 1.00 ) = 46	9,234	46	
					#23	99.5	106.0	50	74	( 91 * 0.5 * 0.74 ) = 34	8,932	34	
					#24	106.0	112.5	50	42	( 91 * 0.5 * 0.42 ) = 19		19	
Project Segment ----->													

**Period Setting****Analysis Name:** Weekday**Project Name:** Habitat for Humanity for No: 1261  
the Upper Keys**Date:** 10/17/2012**City:** Big Pine Key**State/Province:** Florida**Zip/Postal Code:****Country:****Client Name:****Analyst's Name:** KTS/RPE**Edition:** 9th

Land Use	Independent Variable	Size	Time Period	Method	Entry	Exit	Total
210 - Single-Family Detached Housing	Dwelling Units	7 <sup>(1)</sup>	Weekday	Best Fit	45	46	91

(1) indicates size out of range.

**Traffic Reductions**

Land Use	Entry Reduction	Adjusted Entry	Exit Reduction	Adjusted Exit
210 - Single-Family Detached Housing	0 %	45	0 %	46

**External Trips**

Land Use	External Trips	Pass-by%	Pass-by Trips	Non-pass-by Trips
210 - Single-Family Detached Housing	91	0 %	0	91

**ITE Deviation Details****Weekday**

Land use No deviations from ITE.

Methods 210 - Single-Family Detached Housing  
The chosen method (LOG) is not recommended by ITE. ITE recommends Average based on the criterion.

External Trips 210 - Single-Family Detached Housing  
ITE does not recommend a particular pass-by% for this case.

**Summary**

<b>Total Entering</b>	45
<b>Total Exiting</b>	46
<b>Total Entering Reduction</b>	0
<b>Total Exiting Reduction</b>	0
<b>Total Entering Internal Capture Reduction</b>	0
<b>Total Exiting Internal Capture Reduction</b>	0
<b>Total Entering Pass-by Reduction</b>	0
<b>Total Exiting Pass-by Reduction</b>	0
<b>Total Entering Non-Pass-by Trips</b>	45
<b>Total Exiting Non-Pass-by Trips</b>	46

**Period Setting**

**Analysis Name:** Weekday, Peak Hour of  
Adjacent Street Traffic, One  
Hour Between 4 and 6 p.m.

**Project Name:** Habitat for Humanity for the No: 1261  
Upper Keys

**Date:** 10/17/2012

**City:** Big Pine Key

**State/Province:** Florida

**Zip/Postal Code:**

**Country:**

**Client Name:**

**Analyst's Name:** KTS/RPE

**Edition:** 9th

Land Use	Independent Variable	Size	Time Period	Method	Entry	Exit	Total
210 - Single-Family Detached Housing	Dwelling Units	7 <sup>(1)</sup>	Weekday, Peak Hour of Adjacent Street Traffic, One Hour Between 4 and 6 p.m.	Best Fit	6	4	10

(1) indicates size out of range.

**Traffic Reductions**

Land Use	Entry Reduction	Adjusted Entry	Exit Reduction	Adjusted Exit
210 - Single-Family Detached Housing	0 %	6	0 %	4

**External Trips**

Land Use	External Trips	Pass-by%	Pass-by Trips	Non-pass-by Trips
210 - Single-Family Detached Housing	10	0 %	0	10

**ITE Deviation Details**

**Weekday, Peak Hour of Adjacent Street Traffic, One Hour Between 4 and 6 p.m.**

**Landuse** No deviations from ITE.

**Methods** 210 - Single-Family Detached Housing  
The chosen method (LOG) is not recommended by ITE. ITE recommends Average based on the criterion.

**External Trips** 210 - Single-Family Detached Housing  
ITE does not recommend a particular pass-by% for this case.

**Summary**

<b>Total Entering</b>	6
<b>Total Exiting</b>	4
<b>Total Entering Reduction</b>	0
<b>Total Exiting Reduction</b>	0
<b>Total Entering Internal Capture Reduction</b>	0
<b>Total Exiting Internal Capture Reduction</b>	0
<b>Total Entering Pass-by Reduction</b>	0
<b>Total Exiting Pass-by Reduction</b>	0
<b>Total Entering Non-Pass-by Trips</b>	6
<b>Total Exiting Non-Pass-by Trips</b>	4



## MEMORANDUM

### MONROE COUNTY PLANNING & ENVIRONMENTAL RESOURCES DEPARTMENT

To: The Development Review Committee &  
Townshley Schwab, Sr. Director of Planning and Environmental Resources

From: Reynaldo Ortiz, Assoc. AIA, AICP, Planning & Bio Plans Examiner Supervisor

Date: June 16, 2014

Subject: *Request for a Final Plat for Habitat at Mandalay being a Replat of a Portion of Block 3, Mandalay, Plat Book 1, Page 194, of the Public Records of Monroe County, Florida, located on Key Largo on property having Real Estate #00554720.000000, #00554720.000100 and #00554720.000200 (File #2013-001)*

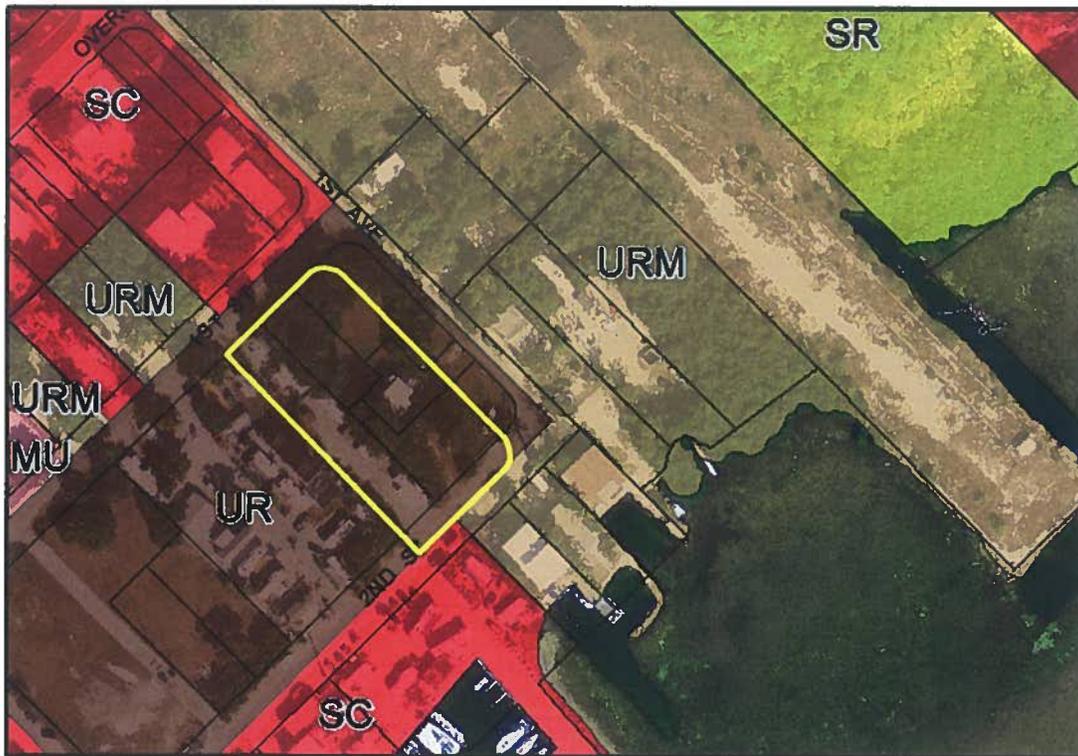
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**Meeting: June 25, 2014**

---

1  
2 I REQUEST:  
3

4 The applicant is requesting approval for a preliminary plat being a replat of a previously  
5 approved and recorded plat of approximately 0.71 acres of land into 7 residential lots.  
6



28 Subject Property with Land Use Districts Overlaid (Aerial dated 2012)  
29  
30

1 Location:

2 Address: 23 East 1<sup>st</sup> Street, Key Largo, approximate mile marker 96 (Atlantic Ocean side  
3 of US 1)

4 Legal Description: A Portion of Block 3, Mandalay (Plat Book 1, Page 194)

5 Real Estate (RE) Numbers: 00554720.000000, 00554720.000100, and 00554720.000200  
6  
7  
8

9 Applicant:

10 Owner: Monroe County

11 Agent: Habitat for Humanity of the Upper Keys  
12  
13  
14

15 **II RELEVANT PRIOR COUNTY ACTIONS:**

16  
17 The site is currently being developed to accommodate a total of 7 affordable housing  
18 residential units; two units have been completed and two additional units are under  
19 construction. The remaining three units have not been permitted for construction at this time.  
20

21 Building Permit #123-2632 was issued in 2012 and a Certificate of Occupancy was issued  
22 June, 5 2013 for an affordable single family residence.  
23

24 Building Permit #133-1706 was issued in 2013 and a Certificate of Occupancy was issued  
25 January 15, 2014 for an affordable single family residence.  
26

27 Building Permit #143-0526 was issued in 2014 for an affordable single family residence; a  
28 Certificate of Occupancy has not been issued.  
29

30 Building Permit #143-0527 was issued in 2014 for an affordable single family residence; a  
31 Certificate of Occupancy has not been issued.  
32

33 In addition, several other miscellaneous building permits are on file for improvements to the  
34 property.  
35

36 On May 20, 2009, the BOCC approved an Occupancy Agreement and 99 year lease.  
37

38 On July 15, 2009, Resolution 210-2009 was signed clarifying Resolution 184-2007 and  
39 Resolution 083-2009 reserving and setting aside fourteen (14) affordable housing dwelling  
40 unit allocations.  
41

42 On April 21, 2010, the BOCC approved the First Amendment to the Occupancy Agreement  
43 and Ground Lease to 100 years.  
44

45 On March 21, 2012, the BOCC approved the Second Amendment to the Occupancy  
46 Agreement and Ground Lease.  
47

48 On June 20, 2012, Resolution #171A-2012 was signed approving the waiver of building  
49 permit fees for Habitat for Humanity of the Upper Keys for the affordable housing project.

1  
2 On May 15, 2013, the BOCC granted approval of the Third Amendment to the Occupancy  
3 Agreement and Ground Lease to allow Lessee to plat the leased property for construction of  
4 seven single family homes and act as agent for Monroe County, Lessor and Owner.  
5

6 An application for the Preliminary Plat was reviewed by the Development Review  
7 Committee on June 24, 2014.  
8

9 An application for the Final Plat was reviewed by the Development Review Committee on  
10 June 24, 2014.  
11

12 **III BACKGROUND INFORMATION:**  
13

- 14 A. Size of Site: 30,984 SF (0.71 acres)
- 15 B. Land Use District: Urban Residential (UR)
- 16 C. Future Land Use Map (FLUM) Designation: Residential High (RH)
- 17 D. Tier Designation: Tier III
- 18 E. Flood Zone: AE – EL 8 and AE – EL 9
- 19 F. Existing Use: Single Family Residential
- 20 G. Existing Vegetation / Habitat: Scarified
- 21 H. Community Character of Immediate Vicinity: Mixed Use; commercial retail, office,  
22 marina and single-family residential
- 23 I. Proposed number of lots: 7
- 24 J. Proposed average size of lots: 4,430 SF
- 25 K. Proposed minimum lot size: 3,766 SF  
26

27 **IV REVIEW OF APPLICATION:**  
28

29 MCC §110-97 provides the standards which are applicable to all plat approvals. When  
30 considering applications for a plat, staff and the Planning Commission shall consider the  
31 extent to which:  
32

- 33 A. *No preliminary or final plat shall be approved unless the plat is consistent with the*  
34 *purposes, goals and objectives of the Comprehensive Plan, MCC chapter 110, applicable*  
35 *provisions of state law, the provisions governing the development of land set forth in*  
36 *MCC chapter 130, and the procedures set forth in MCC chapter 110, article IV:*  
37

38 The proposed plat is consistent with the purposes, goals, objectives and standards of the  
39 RH future land use category.  
40

41 Policies from the Monroe County Year 2010 Comprehensive Plan that directly pertain to  
42 the proposed plat include:  
43

44 Policy 101.4.4: The principal purpose of the Residential High category is to provide  
45 for high-density single-family, multi-family, and institutional residential  
46 development, including mobile homes and manufactured housing, located near

1 employment centers. In addition, Monroe County shall adopt Land Development  
2 Regulations which allow nonresidential uses that Goals, Objectives and Policies –  
3 Future Land Use 3.1-17 were listed as a permitted use in the Land Development  
4 Regulations that were in effect immediately prior to the institution of the 2010  
5 Comprehensive Plan, and that lawfully existed on such lands on January 4, 1996 to  
6 develop, redevelop, reestablish and/or substantially improve provided that the use is  
7 limited in intensity, floor area, density and to the type of use that existed on January  
8 4, 1996 or limited to what the pre-2010 LDR's allowed, whichever is more restricted.  
9

10 Policy 101.19.1: The County shall not approve plats for residential use unless a  
11 review of the proposed plat shows that the plat will meet all requirements of the  
12 comprehensive plan and land development regulations.  
13

14 Policy 101.19.2: Monroe County shall require that, upon approval, all plats include  
15 the following notice:  
16

17 NOTICE TO LOT PURCHASERS AND ALL OTHER CONCERNED  
18 INDIVIDUALS  
19

20 Purchase of a platted lot shown hereon confers no right to build any structure on such  
21 lot, nor to use the lot for any particular purpose, nor to develop the lot. The  
22 development or use of each lot is subject to, and restricted by, the goals, objectives,  
23 and policies of the adopted comprehensive plan and land development regulations  
24 implementing the plan; therefore, no building permits shall be issued by the County  
25 unless the proposed development complies with the comprehensive plan and land  
26 development regulations.  
27

28 Policy 105.2.1(3): Infill Area (Tier III): Any defined geographic area, where a  
29 significant portion of land area is not characterized as environmentally sensitive as  
30 defined by this Plan, except for dispersed and isolated fragments of environmentally  
31 sensitive lands of less than four acres in area, where existing platted subdivisions are  
32 substantially developed, served by complete infrastructure facilities, and within close  
33 proximity to established commercial areas, or where a concentration of non-  
34 residential uses exists, is to be designated as an Infill Area. New development and  
35 redevelopment are to be highly encouraged, except within tropical hardwood  
36 hammock or pineland patches of an acre or more in area, where development is to be  
37 discouraged. Within an Infill Area are typically found: platted subdivisions with 50  
38 percent or more developed lots situated in areas with few sensitive environmental  
39 features; full range of available public infrastructure in terms of paved roads, potable  
40 water, and electricity; and concentrations of commercial and other non-residential  
41 uses within close proximity. In some Infill Areas, a mix of non-residential and high-  
42 density residential uses (generally 8 units or more per acre) may also be found that  
43 form a Community Center.  
44

45 Action Items from the Key Largo Community Master Plan that directly pertain to the  
46 proposed redevelopment include:

1  
2           Action Item 1.3.1: Continue to use the FLUM and Land Use District Maps to regulate  
3 development of individual parcels with respect to density, intensity, bulk regulations,  
4 and all other land development regulation. This will protect the existing conformance  
5 status of most uses and promote orderly development consistent with the  
6 Comprehensive Plan.  
7

- 8       B. *In those areas where the Florida Keys Aqueduct Authority (FKAA) certifies that it can*  
9 *furnish an adequate supply of water to the property to be platted, water distribution*  
10 *systems shall be provided and constructed and shall become the property of the Florida*  
11 *Keys Aqueduct Authority and shall be maintained and operated by the authority in*  
12 *accordance with its water main extension policy:*  
13

14           A letter from the FKAA, dated December 18, 2012, indicates there appears adequate to  
15 service to this project. A complete set of Civil and Architectural plans will be required to  
16 determine meter requirements and system development change.  
17

- 18       C. *Sewers, sewage treatment plants, and septic systems shall meet all requirements of the*  
19 *applicable county municipal service district, or any successor thereto, the Florida*  
20 *Department of Environmental Protection, and the Florida Department of Health:*  
21

22           Staff has no evidence to support or disprove that the proposed redevelopment will have  
23 an adverse impact on county municipal service district.  
24

- 25       D. *No plat shall be approved which creates an unbuildable lot under the provisions of MCC*  
26 *chapter 110 unless the plat bears a legend restricting the use of the unbuildable lot*  
27 *according to the provisions of this MCC chapter 110:*  
28

29           Based on the information submitted, the proposed lots would be buildable under the  
30 current land use, setback requirements and maximum land use intensity requirements.  
31

- 32       E. *No plat shall be approved unless it is prepared by a land surveyor licensed in the state:*  
33

34           Habitat at Mandalay, being a replat of a portion of Block 3, "Mandalay" P.B. 1, PG, 194,  
35 of the public records of Monroe County, Florida Section 6, Township 62 South, Range 39  
36 East Key Largo, Monroe County, Florida September, 2013 by A. Duchart Land  
37 Surveying, Inc. was prepared by Alexander G. Duchart, P.S.M., Florida Registration No.  
38 5998 on September 12, 2013.  
39

- 40       F. *Lands within the IS, URM, and CFV districts shall not be platted, replatted or otherwise*  
41 *reconfigured in any manner that would allow the number of proposed lots or units to*  
42 *exceed the number of parcels that lawfully existed as of September 15, 1986:*  
43

44           The land use district for the subject property is Urban Residential (UR) and is therefore in  
45 compliance.  
46

1 G. *All open spaces required for a tract of land shall be preserved as dedicated open space*  
2 *for each individual habitat type through the use of a conservation easement or a similar*  
3 *legal instrument:*

4  
5 The area is considered disturbed and scarified.

6  
7 In addition MCC §110-99 provides the standards which are applicable to all final plat  
8 approvals. When considering applications for a plat, staff and the Planning Commission shall  
9 consider the extent to which:

10  
11 A. *All applicants for approval of a plat involving five or more lots shall submit a*  
12 *preliminary plat for approval in accordance with the provisions of this section.*

13  
14 In compliance.

15  
16 B. *It shall be the responsibility of the developer to complete, have in final form, and submit*  
17 *to the planning director for final processing the final plat, along with all final*  
18 *construction plans, required documents, exhibits, legal instruments to guarantee*  
19 *performance, certificates properly executed by all required agencies and parties as*  
20 *required in this article, and the recording fee, and any other documents or information as*  
21 *are required by the planning director. After receipt of a complete application for final*  
22 *plat approval, as determined in accordance with MCC §110-4, the planning director*  
23 *shall submit the application and accompanying documents to the development review*  
24 *committee.*

25  
26 In compliance.

27  
28 C. *The development review committee shall review all applications for final plat approval.*

29  
30 (1) *If the committee determines that a final plat for a subdivision involving fewer than*  
31 *five lots conforms to the substantive and procedural requirements of this chapter,*  
32 *the committee shall approve the final plat or approve it with conditions at its next*  
33 *regular meeting 15 working days after receipt of a complete application from the*  
34 *planning director, or as soon thereafter as practical. Final plats that are*  
35 *approved by the committee shall be placed on the consent agenda of the next*  
36 *regularly scheduled meeting of the board of county commissioners and shall*  
37 *become final unless removed from the consent agenda by the affirmative vote of*  
38 *three members of the board. If a final plat is removed from the consent agenda,*  
39 *the board shall not modify or reject the decision of the committee unless the board*  
40 *finds that the record does not contain competent substantial evidence to support*  
41 *approval. If the committee denies final plat approval, the applicant may appeal*  
42 *such denial to the board, which shall consider the application and any additional*  
43 *testimony submitted by the applicant and other persons and shall approve the*  
44 *final plat, approve it with conditions, or deny final plat approval.*  
45

1 The summited plat is greater than 5 lots and therefore not required to address this  
2 specific section of code.

3  
4 (2) *For a final plat for a subdivision involving five or more lots, if the plat conforms*  
5 *to the approved preliminary plat and the substantive and procedural requirements*  
6 *of this chapter, at its next regular meeting or as soon as practical after receipt of*  
7 *a complete application, the development review committee shall recommend to*  
8 *the planning commission approval of the final plat or approval with conditions. If*  
9 *the committee finds that the plat does not substantially conform to the approved*  
10 *preliminary plat or the substantive and procedural requirements of this chapter,*  
11 *the committee shall recommend denial, specifying the area of nonconformity.*

12  
13 The Development Review Committees recommendation will be conveyed to the Planning  
14 Commission.

15  
16 D. *The project complies with all additional standards imposed on it by the Land*  
17 *Development Regulations:*

18  
19 1. Improvement guarantees (MCC §110-100): *Not applicable.*

20  
21 Improvements are not being proposed at this time.

22  
23 2. Preacceptance maintenance of public improvements (MCC §110-101): *Not*  
24 *applicable.*

25  
26 Public improvements are not being proposed at this time.

27  
28 3. Damage and nuisance guarantee (MCC §110-102): *Not applicable.*

29  
30 Public improvements are not being proposed at this time.

31  
32 4. Acceptance of public improvements (MCC §110-103): *Not applicable.*

33  
34 Public improvements are not being proposed at this time.

35  
36 5. Limitations as to county maintenance (MCC §110-104): *Not applicable.*

37  
38 Public improvements are not being proposed at this time.

39  
40 6. Maintenance of private improvements (MCC §110-105): *In compliance.*

41  
42 The final plat indicates to the satisfaction of the director of planning and the county  
43 attorney the method or entity by which maintenance of the private improvements  
44 shall be performed.

45  
46 7. Recording of final plat (MCC §110-106): *Compliance to be determined.*

1  
2 Upon approval or approval with conditions, the applicant shall record the final plat in  
3 the office of the clerk of the circuit court of the county and a copy of the recorded plat  
4 shall be provided to the director of planning. Such recording shall be completed  
5 within 90 days of approval of the final plat, or such approval shall be deemed null and  
6 void.

7  
8 Other Issues:

- 9  
10 1. The Unresolved comments from the County Surveyor sent via email on February 10,  
11 2014.
- 12 a. Florida Statute 177.151  
13 "The vicinity map needs to be cleaned up, missing North arrow, also identify the  
14 bodies of water."
  - 15 b. Florida Statute 177.091 (16)  
16 "show easements on plat. It's hard to follow verbiage"
  - 17 c. Florida Statute 177.041  
18 "plat does not show existing buildings"  
19
- 20 2. Additional comments from staff.
- 21 a. Mortgagee's consent and approval (indicating subordination to dedication).  
22 *Not provided.*
  - 23 b. Signature block for Engineering Review Services  
24 *Please change the Director from Judith S. Clarke to Kevin Wilson*
  - 25 c. Signature block for County Surveyor  
26 *Missing P.S.M. number*
  - 27 d. Certification of title by attorney indicating record title, all taxes have been paid  
28 and listing mortgages (177.041 & 197.192 Fl. Stat.)  
29 *Not provided.*
  - 30 e. Waiver and release reference  
31 *Not provided.*
  - 32 f. No dedication under general notes  
33 *Not provided.*
  - 34 g. Legal description  
35 *Square footage of 5994.23 is incorrect.*  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46

- 1 h. Plat book and page on the upper right hand corner.  
2 *Update required.*  
3  
4 i. Elevation  
5 *Not provided.*  
6  
7 j. All easements and rights of way identified.  
8 *Description of easement not provided.*  
9  
10 k. Attorney's opinion/Title Certification  
11 *Not provided.*  
12  
13 l. The Agreement referenced in note number 5 does not appear to reference the  
14 correct recorded document.  
15 *Update required.*  
16  
17 m. Acknowledgement Block on Sheet one has not been updated with current mayor  
18 and has a typo third line down.  
19 *Update required.*  
20  
21 n. Date on title of sheet one and two should read August, 2014.  
22 *Update required.*  
23  
24 o. Approval of Monroe County Zoning Office Block has the title incorrectly stated  
25 as Acting Planning Director.  
26 *Change to Planning Director*  
27  
28 p. Notice Block referencing an outdated section of code.  
29 *Change from 9.5-90 to 110-105.*  
30  
31 q. Description of easement not provided.  
32 *Update required.*  
33  
34 r. *Policy 101.19.2: Monroe County shall require that, upon approval, all plats*  
35 *include the following notice:*

36  
37 *NOTICE TO LOT PURCHASERS AND ALL OTHER CONCERNED*  
38 *INDIVIDUALS*

39  
40 *Purchase of a platted lot shown hereon confers no right to build any structure on*  
41 *such lot, nor to use the lot for any particular purpose, nor to develop the lot. The*  
42 *development or use of each lot is subject to, and restricted by, the goals,*  
43 *objectives, and policies of the adopted comprehensive plan and land development*  
44 *regulations implementing the plan; therefore, no building permits shall be issued*  
45 *by the County unless the proposed development complies with the comprehensive*  
46 *plan and land development regulations.*

1  
2 V RECOMMENDED ACTION:  
3

4 Staff recommends approval of the Final Plat being replat application to the Planning  
5 Commission if all the following conditions are met:  
6

- 7 A. All required changes, as described in this staff report, shall be made to the final plat.  
8  
9 B. Approval of a final plat shall not constitute approval or permission to proceed with  
10 development. Such approval shall constitute only authorization to proceed with the  
11 preparation of such documents as are required by the planning director for a final plat.  
12  
13 C. An application for final plat approval shall be filed within one year of the date of  
14 preliminary plat approval. Unless an extension is granted by the board of county  
15 commissioners, failure to file such an application automatically shall render null and void  
16 the preliminary approval previously granted by the board.  
17  
18 D. The final approved plat shall be recorded pursuant to MCC §110-106.  
19  
20 E. A final approval must be provided by the County Surveyor for the Final Plat prior to  
21 being heard by the Board of County Commissioners.  
22

23 VI PLANS REVIEWED:  
24

- 25 • Habitat at Mandalay, being a replat of a portion of Block 3, "Mandalay" P.B. 1, PG, 194,  
26 of the public records of Monroe County, Florida Section 6, Township 62 South, Range 39  
27 East Key Largo, Monroe County, Florida June, 2014 by A. Duchart Land Surveying, Inc.  
28 prepared by Alexander G. Duchart, P.S.M., Florida Registration No. 5998 on June 9,  
29 2014. (Sheet 1 of 2)  
30  
31 • Habitat at Mandalay, being a replat of a portion of Block 3, "Mandalay" P.B. 1, PG, 194,  
32 of the public records of Monroe County, Florida Section 6, Township 62 South, Range 39  
33 East Key Largo, Monroe County, Florida June, 2014 by A. Duchart Land Surveying, Inc.  
34 prepared by Alexander G. Duchart, P.S.M., Florida Registration No. 5998 on June 9,  
35 2014. (Sheet 2 of 2)  
36