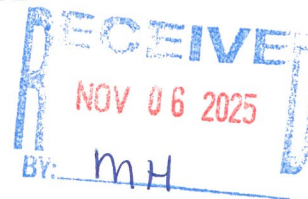




# **BUILDING PERMIT ALLOCATION SYSTEM (BPAS) APPLICATION** **(YEAR 13: JULY 1, 2025 – JUNE 30, 2026) – MARKET RATE** **CITY OF KEY WEST, FLORIDA • PLANNING DEPARTMENT**

Address: 1300 White Street • Key West, Florida 33040

Phone: 305-809-3764

Website: [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov)

| Application Fee Schedule                             |             |
|------------------------------------------------------|-------------|
| Small project – (1-4 units)                          | \$ 1,337.06 |
| Mid-size project – (5-10 units)                      | \$ 2,674.12 |
| Large projects – (greater than or equal to 11 Units) | \$ 4,011.17 |

- A. APPLICANT / AGENT (if applicable):** Property owner must submit a **notarized** authorization form authorizing the applicant / agent to act on their behalf (Exhibit A).

Name: Trepanier & AssociatesMailing Address: 1421 First Street, Unit 101City: Key West State: FL Zip: 33040Home/Mobile Phone: 305-293-8983Email: office@owentrepanier.com**PROPERTY OWNER:**Name: SFI of the Florida KeysMailing Address: c/o 1421 First Street, Unit 101City: Key West State: FL Zip: 33040Home/Mobile Phone: c/o 305-293-8983Email: c/o owen@owentrepanier.com**PROPERTY DESCRIPTION AND ZONING INFORMATION:**Site Address: 1111 Eaton St; Key West, FL 33040Parcel ID RE#: 00001670-000000 Alternate Key: 1001732Zoning District: HRCC-2 Parcel Size: Gross Sq Ft 69,260.40 (1.59 acres)Permitted Density: 8u/acre Commercial Floor Area: 21,250 sq Ft

**B. EXISTING DEVELOPMENT:**

Please provide a brief description of how the property is currently used:

Mixed use commercial and light industrial

| EXISTING AND PROPOSED DWELLING UNIT INFORMATION |                           |                     |          |
|-------------------------------------------------|---------------------------|---------------------|----------|
| Dwelling Unit Description                       | NUMBER OF DWELLING UNITS: |                     |          |
|                                                 | EXISTING                  | LICENSED RECOGNIZED | PROPOSED |
| Market-Rate Residential Dwelling Unit(s)*       | 0                         | N/A                 | 3        |
| Affordable Residential Dwelling Unit(s)         | 0                         | N/A                 | 0        |
| Transient Unit(s)                               | 0                         | N/A                 | N/A      |
| Accessory Dwelling Unit(s)                      | 0                         | N/A                 | 0        |
| Single Room Occupancy Unit(s)                   | 0                         | N/A                 | 0        |
| Nursing Home Unit(s)                            | 0                         | N/A                 | 0        |
| Total Number of Units Requested                 |                           |                     |          |

*\*Pursuant to Ordinance 23-03 and 23-04, 75% of units allocated following Year 10 shall be deed restricted affordable, including any units recovered by the City due to failure to obtain building permits within two years of a BPAS award, or otherwise voluntarily released to the City. Deed restricted affordable allocations shall not have a maximum annual allocation limit.*

- Standalone Affordable Housing projects are subject to Section 122-1467(c), (d), (e), and (f) of the Workforce Housing Ordinance. Applicant Eligibility Requirements are subject to Section 122-1469 (1) through (15) of the Workforce Housing Ordinance. Affordable housing projects enabled by federal tax credit housing are not subject to 122-1467(c).
- Accessory dwelling units in the SF zoning district are subject to Section 122-231 through 122-238 of the Land Development Regulations.

**C. PROPOSED DEVELOPMENT:**

Please indicate the scope of the proposed development as it relates to the BPAS (Section 108-997 (B)):

☐ **Major construction / renovation** – meaning new development, additions to existing structures, or redevelopment constituting more than 50% of the value of the existing building.

☒ **Minor renovation-** meaning redevelopment constituting less than 50% of the value of the existing building.

Is this property located within a Historic Zoning District?

|          |    |
|----------|----|
| Yes<br>X | No |
|----------|----|

Are buildings on the property listed as contributing historic structures?

|     |         |
|-----|---------|
| Yes | No<br>X |
|-----|---------|

Is the proposal for mixed residential and commercial use?

|          |    |
|----------|----|
| Yes<br>X | No |
|----------|----|

Are density bonuses proposed?

|     |      |
|-----|------|
| Yes | No X |
|-----|------|

Advanced affordable allocation request?

|     |      |
|-----|------|
| Yes | No X |
|-----|------|

Will the allocation require development review? X Yes No

If yes, please specify what type of development review will be required: \_\_\_\_\_

Minor Development Plan Sec 108-91 1.(a)

|                                  |     |
|----------------------------------|-----|
| <b>Variance(s)</b>               | n/a |
| <b>Lawful Unit Determination</b> |     |
| <b>Minor Development Plan</b>    | X   |
| <b>Major Development Plan</b>    |     |
| <b>Beneficial Use</b>            |     |
| <b>Transient Transfer</b>        |     |
| <b>Conditional Use</b>           |     |
| <b>HARC</b>                      |     |
| <b>Tree Commission</b>           |     |
| <b>Other</b>                     |     |

**D. APPLICANTS MUST ATTACH ALL DOCUMENTATION REQUESTED BELOW:**

1. **Description of Proposed Development and Use.** Please be specific, describe and list existing, and proposed buildings and uses, accessory structures and uses, type and number of dwelling units, parking, etc. If there is more than one use, describe in detail the nature of each use (Please reference Sections 108-226 through 108-232). For properties proposing to utilize density bonuses for compact infill development projects, please include a description of how the project meets the criteria established in Code Section 108-998 and an analysis of how many density bonus units are requested.
2. **Solution Statement.**
  - a. Describe aspects of the design that address community issues including but not limited to water pollution from stormwater runoff, potable water conservation, waste disposal, recycling, energy conservation, historic and archeological resource protection, affordable housing, and impacts on neighbors such as lighting, noise, traffic, and parking.
  - b. Describe how you intend to meet the Prerequisites (A or B described below) for a Major or Minor construction/renovation project (City Code Section 108-997 (B)):
 

**(A) Major Construction/Renovation Prerequisites.** The minimum standards for new development, including additions to existing structures, or redevelopment constituting more than 50% of the value of the building, required in order to be eligible to receive an allocation award from the BPAS system are as follows:

    - a. All new units shall be constructed in compliance with and obtain a **Baseline Green Building Certification.**
    - b. All new buildings shall be constructed to have the **first habitable floor 1.5 feet above the required base flood elevation**, except for properties located within the historic zoning districts, where the applicant must first demonstrate that such elevation does not interfere with the essential form and integrity of properties in the neighborhood by obtaining a certificate of appropriateness.
    - c. All new buildings shall be constructed with a **rainwater catchment system** that will hold a minimum of 300 gallons of water or an amount equivalent to 100% of the new roof area in gallons whichever is greater.

\* (See page 4 of application.)

**(B) Minor Renovation Prerequisites.** For development constituting less than 50% of the value of the existing building, the applicant must demonstrate water and energy use 15% below the Florida Building Code using recognized energy and water rating standards by providing a copy of the Required Energy and Water Baseline Report consisting of 12 months of energy and water use. For Commercial buildings (including multifamily), building data must be input into EPE Portfolio Manager (<https://www.energystar.gov/istar/pmpam/>), and access to building data given to the City of Key West. For residential, either Energy Gauge or RESNET may be used to establish a baseline. Please provide a description of 15% of both water and energy use will be reduced on the property.
3. Copy of current, recorded warranty deed. Quit claim deeds will not be accepted.
4. Up-to-date signed and sealed survey (Section 108-240).
5. Flood Elevation Certificates (New Construction) (Section 34-127).



6. Copy of City licensing records for existing units.
  7. Signed and Notarized Verification and Authorization Forms (*Exhibit A*).
  8. Existing and Proposed Site Plan and Floor Plan (Section 108-237) that shall include a completed Site Data Table (*Exhibit B*).
  9. Completed BPAS Estimated Score Sheet and Estimated total Points to be achieved (*Exhibit C*).
  10. Signed and Notarized BPAS Certification Form (*Exhibit D*).
  11. Copy of LEED or FGBC Score Sheet (*Exhibit E*) or a copy of the required energy and water baseline report as described in Attachment 2. Solution Statement (b.) B above.
- \*An applicant may request to be exempted from the rainwater catchment requirement, if:
- (i) The applicant is voluntarily providing affordable housing at median or low-income classification which exceeds the requirements of section 122-1467 by at least twenty percent.
  - (ii) The applicant seeks to create an accessory unit(s) but the impervious surface and/ or building coverage ratio maximums for parcel have been met or exceeded, and the applicant contributes a fee of \$2 per required gallon in mitigation to the City's storm water fund.

# BPAS APPLICATION

1111 Eaton Street, Key West, FL  
(RE# 00001670-000000)



## Description of Proposed Development and Use

Residential Infill and Adaptive Reuse – Three non-transient dwelling units within an existing structure. Parking demand reduction of 15% (7.2 spaces).

| Identification of Key Persons                                                                                                            |                                 |
|------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| Owner                                                                                                                                    | SFI of the Keys Inc             |
| Owners Authorized Agent                                                                                                                  | Trepanier & Associates          |
| Architect/Engineer                                                                                                                       | William P Horn, PA              |
| Surveyor                                                                                                                                 | Florida Keys Land Surveying LLC |
| Landscape architect and/or environmental consultant                                                                                      | NA                              |
| Others involved in the application                                                                                                       | NA                              |
| A verified statement showing each and every individual person having a legal and/or equitable ownership interest in the subject property | Please see attached             |

| Project Description         |                    | Required/ Allowed   | Existing  | Proposed  |
|-----------------------------|--------------------|---------------------|-----------|-----------|
| Zoning                      |                    | --                  | HRCC-2    | No Change |
| Legal description           |                    | Please see attached |           |           |
| Project site size (sq. ft.) |                    | 5,000               | 69,260    | No Change |
| Building size               |                    | --                  | Various   | No Change |
| Lot coverage                | Building Coverage  | 50%                 | 34.5%     | No Change |
|                             | Impervious Surface | 70%                 | >99%      | No Change |
| Pervious surface            |                    | --                  | <1%       | No Change |
| Landscape Areas             | Commercial         | 20%                 | 0%        | No Change |
|                             | Residential        | 30%                 | 0%        | No Change |
| Parking (sp.)               | Retail             | 13.9                | Undefined | 9.1       |
|                             | Storage            | 35.3                | Undefined | 32.9      |
|                             | Residential        | 0                   | 0         | 3         |
| Density (units)             |                    | 12                  | 0         | 3         |
| FAR                         |                    | 0.5                 | 0.37      | 0.33      |
| Setbacks (ft)               | Front              | 10                  | 2.2       | No Change |
|                             | Side               | 7.5                 | 3.4       | No Change |
|                             | Street Side        | 7.5                 | 1.5       | No Change |
|                             | Rear               | 15                  | 0.0       | No Change |

| Other Project Information                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|--------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed stages or phases of development or operation and facility utilization | 1 phase anticipated                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Target dates for each phase                                                    | ASAP after approval                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Expected date of completion                                                    | Within building permit timelines                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Proposed development plan for the site                                         | Attached                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| A written description of characteristics of the proposed development           | <p>Residential Infill – Three non-transient dwelling units within an existing structure. Parking demand reduction of 15% (7.2 spaces).</p> <p>Light Industrial</p> <ul style="list-style-type: none"> <li>Existing: 21,169 sq. ft.</li> <li>Proposed: 19,719 sq. ft.</li> </ul> <p>Retail/Office</p> <ul style="list-style-type: none"> <li>Existing: 4,176 sq. ft.</li> <li>Proposed: 2,726 sq. ft.</li> </ul> <p>Residential</p> <ul style="list-style-type: none"> <li>Existing: 0 units (0 sq. ft.)</li> <li>Proposed: 3 units (2,900 sq. ft.)</li> </ul> |
| Buildings and siting specifications                                            | Infill project – no site changes are proposed                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Protections within environmentally sensitive areas.                            | NA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

| Residential developments                                          |                                      |
|-------------------------------------------------------------------|--------------------------------------|
| Breakdown of the proposed residential units by number of bedrooms | 1 Efficiency<br>1 1-bdrm<br>1 2-bdrm |
| Tenure                                                            | Rental                               |
| Structure type                                                    | Multiple-family infill               |

| Intergovernmental Coordination                         |  |
|--------------------------------------------------------|--|
| Coordination shall be via Development Review Committee |  |

### SOLUTION STATEMENT:

**Community Issues** - The residential units will be built to meet the base-line green building requirements with modern energy-efficient techniques, equipment and fixtures. The project is infill and adaptive reuse, no new buildings, impervious surface or roof area will be constructed. No new neighborhood impacts are anticipated.

**Meeting Prerequisites** - The project will demonstrate water and energy use 15% below the Florida Building Code by using potable water conserving fixtures, minimizing waste disposal, maximizing recycling, implementing energy conserving techniques, and using energy conserving lighting and appliances.



LT1-60-1466548-1



LT2-2039-1188-2

## Prepared by:

John M. Spottswood, Jr.  
SPOTTSWOOD, SPOTTSWOOD & SPOTTSWOOD  
500 Fleming Street  
Key West, FL 33040

Doc# 1466548 09/08/2004 10:46AM  
Filed & Recorded in Official Records of  
MONROE COUNTY DANNY L. KOLHAGE

Parcel ID Number: 00001670-000000

DEED DOC STAMP CL: FP

\$26,880.00

Grantee #1 TIN: [REDACTED]

## Warranty Deed

This Indenture, Made this 26th day of August, 2004 A.D., Between Edward B. Knight Trustee of The Edward B. Knight Living Trust dated January 23, 1997. and Edward B. Knight, Individually, an unremarried widower of the County of Monroe, State of Florida, grantors, and SFI OF THE KEYS, INC., a corporation existing under the laws of the State of Florida, whose address is: P.O. Box 1199, Key West, FL 33041

of the County of Monroe, State of Florida, grantee.

**Witnesseth** that the GRANTORS, for and in consideration of the sum of ----- **TEN DOLLARS (\$10)** ----- DOLLARS, and other good and valuable consideration to GRANTORS in hand paid by GRANTEE, the receipt whereof is hereby acknowledged, have granted, bargained and sold to the said GRANTEE and GRANTEE'S heirs, successors and assigns forever, the following described land, situate, lying and being in the County of Monroe, State of Florida to wit:

On the Island of Key West, being Part of Square 18, according to Wm. A. Whitehead's Map of said Island delineated February, 1829, more particularly described as follows:

Begin at the Southwest corner of the said Square 18, the same point being the intersection of the Northwest right of way of Eaton Street and the Southwest right of way of White Street, and run thence Southwesterly along the Northwest right of way of the said Eaton Street, 180 feet; thence run Northwesterly, perpendicular to said Eaton Street, 383.88 feet; thence run Northeasterly along a deflected angle from the proceeding course of 89 degrees 31' to the right, a distance of 180 feet to the Southwesterly right of way of the said White Street; thence run Southeasterly along the Southwesterly right of way of said White Street, along a deflected angle from the proceeding course of 90 degrees 29' to the right, a distance of 385.40 feet back to the Point of Beginning.

AND BEING CONTINUED ON EXHIBIT "A" ATTACHED HERETO

and the grantors do hereby fully warrant the title to said land, and will defend the same against lawful claims of all persons whomsoever.

In Witness Whereof, the grantors have hereunto set their hands and seals the day and year first above written.

Signed, sealed and delivered in our presence:

Edward B. Knight Trustee of The  
Edward B. Knight Living Trust  
dated January 23, 1997.

*Susan Hughes*  
Printed Name: SUSAN HUGHES  
Witness

By: *Edward B. Knight* (Seal)  
Edward B. Knight, Trustee  
P.O. Address: 336 Duval Street, Key West, FL 33040

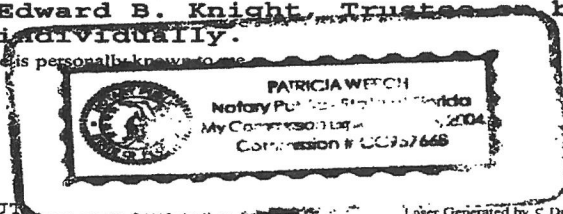
*Patricia Weech*  
Printed Name: PATRICIA WEECH  
Witness

*Edward B. Knight* (Seal)  
Edward B. Knight, individually  
P.O. Address: Doc# 1466548  
BKN 2039 Pgw 1188

STATE OF Florida  
COUNTY OF Monroe

The foregoing instrument was acknowledged before me this 26th day of August, 2004 by Edward B. Knight, Trustee of said Florida trust and individually.

he is personally known to me.



*Patricia Weech*  
PATRICIA WEECH  
Notary Public  
My Commission Expires: 10/25/04



**EXHIBIT "A"**

**Doc# 1466548  
Bk# 2039 Pg# 1189**

AND ALSO:

PERPETUAL EASEMENT:

On the Island of Key West, being Part of Square 18 according to Nm. A. Whitehead's Map of said island delineated in February, 1829, more particularly described as follows: Begin at the southeast corner of the said Square 18, the same point being the intersection of the northwest right of way of Eaton Street and the southwest right of way of White Street, and run thence southwesterly along the northwest right of way of the said Eaton Street 180 feet, said point being the Point of Beginning of said perpetual easement; from said point thence run southwesterly along the northwest right of way of the said Eaton Street, 21.65 feet; thence run northwesterly, perpendicular to said Eaton Street, 383.88 feet; thence run northeasterly along a deflected angle from the preceding course of  $89^{\circ}31'$  to the right, a distance of 21.65 feet to a point 180 feet distant from the southwesterly right of way of the said White Street; thence run southeasterly along a line parallel to the southwesterly right of way line of the said White Street and 180 feet distant therefrom, along a deflected angle from the preceding course of  $90^{\circ}29'$  to the right a distance of 383.88 feet back to the Point of Beginning of said perpetual easement.

**MONROE COUNTY  
OFFICIAL RECORDS**



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

## Detail by Entity Name

Florida Profit Corporation

SFI OF THE KEYS, INC.

### Filing Information

|                             |                     |
|-----------------------------|---------------------|
| <b>Document Number</b>      | P96000089990        |
| <b>FEI/EIN Number</b>       | 65-0706940          |
| <b>Date Filed</b>           | 11/01/1996          |
| <b>State</b>                | FL                  |
| <b>Status</b>               | ACTIVE              |
| <b>Last Event</b>           | CANCEL ADM DISS/REV |
| <b>Event Date Filed</b>     | 04/29/2010          |
| <b>Event Effective Date</b> | NONE                |

### Principal Address

1101 EATON STREET  
KEY WEST, FL 33040

Changed: 04/13/2007

### Mailing Address

1101 EATON STREET  
KEY WEST, FL 33040

Changed: 01/11/2011

### Registered Agent Name & Address

STRUNK, STEPHEN  
1101 EATON STREET  
KEY WEST, FL 33040

Name Changed: 05/19/1997

Address Changed: 04/18/2002

### Officer/Director Detail

#### **Name & Address**

Title P

STRUNK, STEPHEN S  
1101 EATON STREET  
KEY WEST, FL 33040

Title VP

STRUNK, JAMIE L  
1101 EATON STREET  
KEY WEST, FL 33040

Title S, T

STRUNK, ANDY B  
1101 EATON STREET  
KEY WEST, FL 33040

#### Annual Reports

| Report Year | Filed Date |
|-------------|------------|
| 2023        | 03/03/2023 |
| 2024        | 03/09/2024 |
| 2025        | 03/09/2025 |

#### Document Images

|                                             |                                          |
|---------------------------------------------|------------------------------------------|
| <a href="#">03/09/2025 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">03/09/2024 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">03/03/2023 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">02/01/2022 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">02/08/2021 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">01/29/2020 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">03/04/2019 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">05/29/2018 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">01/07/2017 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">03/08/2016 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">01/12/2015 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">02/26/2014 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">01/10/2013 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">01/17/2012 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">01/11/2011 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">04/29/2010 -- REINSTATEMENT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">04/13/2008 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">04/13/2007 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">04/14/2006 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">04/07/2005 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">03/25/2004 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">04/21/2003 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">04/18/2002 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |
| <a href="#">04/07/2001 -- ANNUAL REPORT</a> | <a href="#">View image in PDF format</a> |

|                                                       |                                          |
|-------------------------------------------------------|------------------------------------------|
| <a href="#">04/04/2000 -- ANNUAL REPORT</a>           | <a href="#">View image in PDF format</a> |
| <a href="#">03/17/1999 -- ANNUAL REPORT</a>           | <a href="#">View image in PDF format</a> |
| <a href="#">04/09/1998 -- ANNUAL REPORT</a>           | <a href="#">View image in PDF format</a> |
| <a href="#">05/19/1997 -- ANNUAL REPORT</a>           | <a href="#">View image in PDF format</a> |
| <a href="#">11/01/1996 -- DOCUMENTS PRIOR TO 1997</a> | <a href="#">View image in PDF format</a> |





**City of Key West  
Planning Department  
Verification Form**  
(Where Applicant is an entity)

I, Beth Harrington, in my capacity as Planning Tech  
(print name) (print position; president, managing member)

of Trepanier & Associates  
(print name of entity)

being duly sworn, depose and say that I am the Authorized Representative of the Owner (as appears on the deed), for the following property identified as the subject matter of this application:

1111 Eaton Street; Key West, FL 33040

*Street address of subject property*

I, the undersigned, declare under penalty of perjury under the laws of the State of Florida that I am the Authorized Representative of the property involved in this application; that the information on all plans, drawings and sketches attached hereto and all the statements and answers contained herein are in all respects true and correct.

In the event the City or the Planning Department relies on any representation herein which proves to be untrue or incorrect, any action or approval based on said representation shall be subject to revocation.

Beth A. Harrington  
*Signature of Applicant*

Subscribed and sworn to (or affirmed) before me on this 11-3-25 by  
date

Beth Harrington  
*Name of Applicant*

He/She is personally known to me or has presented \_\_\_\_\_ as identification.

[Signature]  
*Notary's Signature and Seal*

Name of Owen Trepanier  
Comm: HH 721130  
Expires: Sep. 16, 2029  
Notary Public - State of Florida

Commission Number, if any



**City of Key West  
Planning Department**

**Authorization Form**  
(Where Owner is a Business Entity)

Please complete this form if someone other than the owner is representing the property owner in this matter.

I, as Andy Strunk  
as \_\_\_\_\_

Secretary \_\_\_\_\_ of SFI of the Keys Inc  
Name of office (President, Managing Member) Name of owner from deed

authorize Owen Trepanier of Trepanier & Associates  
Please Print Name of Representative

to be the representative for this application and act on my/our behalf before the City of Key West.

Andy B Strunk  
Signature of person with authority to execute documents on behalf of entity owner

Subscribed and sworn to (or affirmed) before me on this 10/30/25  
Date

by Andy B Strunk  
Name of person with authority to execute documents on behalf of entity owner

He/She is personally known to me or has presented \_\_\_\_\_ as identification.

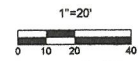
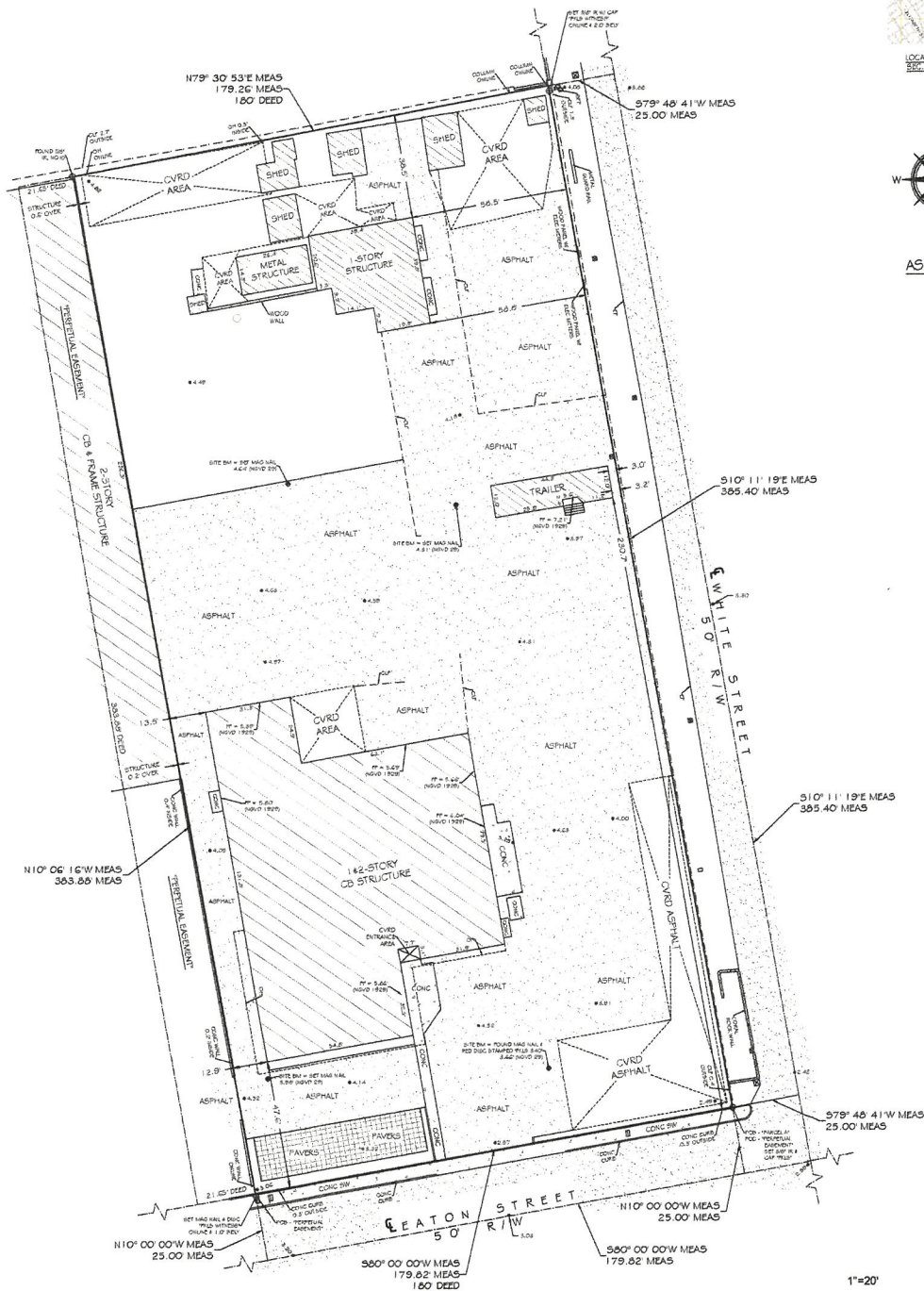
MARBERTA SISE  
Notary's Signature and Seal



Name of Affected Party is typed, printed or stamped

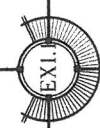
Commission Number, if any

## MAP OF BOUNDARY SURVEY



TOTAL AREA "PARCEL A" = **08,096.86 SQ FT ±**  
**1.59 ACRES ±**

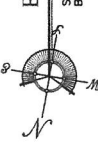
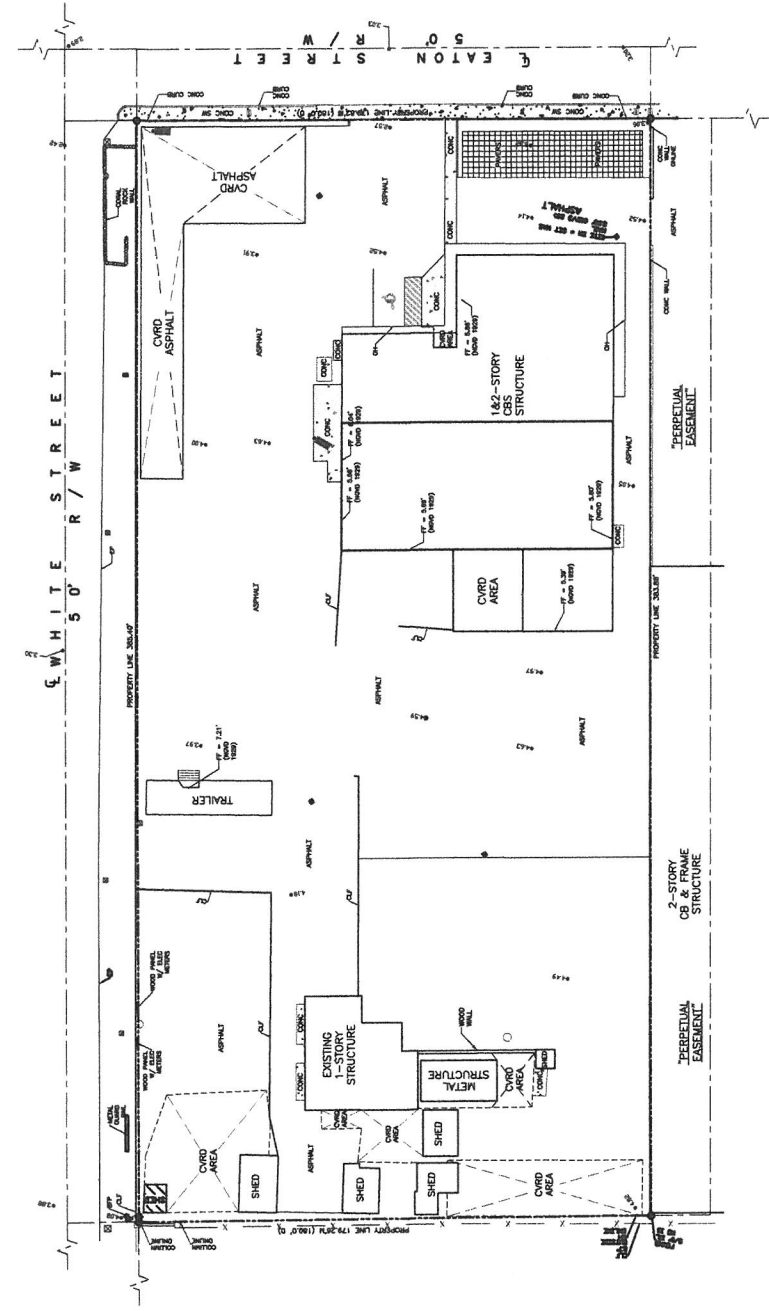
| SYMBOL LEGEND:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | LEGAL DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | SURVEYOR'S NOTES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>CERTIFIED TO:</b></p> <p>DR. OF THE KEYS, INC.</p> <p><b>NOTES:</b></p> <p>1. THIS SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE FLORIDA SURVEYING BOARD'S RULES AND REGULATIONS, AND THE SURVEYOR'S OATH.</p> <p>2. THE SURVEYOR HAS REVIEWED THE RECORDS OF THE FLORIDA SURVEYING BOARD AND HAS DETERMINED THAT THE SURVEYOR IS QUALIFIED TO CONDUCT THIS SURVEY.</p> <p>3. THE SURVEYOR HAS REVIEWED THE RECORDS OF THE FLORIDA SURVEYING BOARD AND HAS DETERMINED THAT THE SURVEYOR IS QUALIFIED TO CONDUCT THIS SURVEY.</p> <p>4. THE SURVEYOR HAS REVIEWED THE RECORDS OF THE FLORIDA SURVEYING BOARD AND HAS DETERMINED THAT THE SURVEYOR IS QUALIFIED TO CONDUCT THIS SURVEY.</p> <p>5. THE SURVEYOR HAS REVIEWED THE RECORDS OF THE FLORIDA SURVEYING BOARD AND HAS DETERMINED THAT THE SURVEYOR IS QUALIFIED TO CONDUCT THIS SURVEY.</p> <p>6. THE SURVEYOR HAS REVIEWED THE RECORDS OF THE FLORIDA SURVEYING BOARD AND HAS DETERMINED THAT THE SURVEYOR IS QUALIFIED TO CONDUCT THIS SURVEY.</p> <p>7. THE SURVEYOR HAS REVIEWED THE RECORDS OF THE FLORIDA SURVEYING BOARD AND HAS DETERMINED THAT THE SURVEYOR IS QUALIFIED TO CONDUCT THIS SURVEY.</p> <p>8. THE SURVEYOR HAS REVIEWED THE RECORDS OF THE FLORIDA SURVEYING BOARD AND HAS DETERMINED THAT THE SURVEYOR IS QUALIFIED TO CONDUCT THIS SURVEY.</p> <p>9. THE SURVEYOR HAS REVIEWED THE RECORDS OF THE FLORIDA SURVEYING BOARD AND HAS DETERMINED THAT THE SURVEYOR IS QUALIFIED TO CONDUCT THIS SURVEY.</p> <p>10. THE SURVEYOR HAS REVIEWED THE RECORDS OF THE FLORIDA SURVEYING BOARD AND HAS DETERMINED THAT THE SURVEYOR IS QUALIFIED TO CONDUCT THIS SURVEY.</p> | <p><b>PARCEL A:</b></p> <p>On the island of Key West, being Part of Square 16, according to Wm. Whitehead's Map of said island delineated February, 1829, more particularly described as follows: Begin at the Southwest corner of the said Square 16, the same point being the intersection of the Northwest right of way of Eaton Street and the Southwest right of way of White Street; and run thence Southwesterly along the Northwest right of way of the said Eaton Street, 160 feet; thence run Northwesterly, perpendicular to said Eaton Street, 365.88 feet; thence run Northwesterly along a deflected angle from the proceeding course of 60 degrees 31' to the right, a distance of 120 feet to the Southwesterly right of way of the said White Street; thence run Southwesterly along the Southwesterly right of way of said White Street, along a deflected angle from the proceeding course of 30 degrees 29' to the right, a distance of 365.40 feet back to the Point of Beginning.</p> <p><b>AND ALSO: "PERPETUAL EASEMENT"</b></p> <p>On the island of Key West, being Part of Square 16 according to Wm. A. Whitehead's Map of said island delineated in February, 1829, more particularly described as follows: Begin at the southwest corner of the said Square 16, the same point being the intersection of the Northwest right of way of Eaton Street and the Southwest right of way of White Street; and run thence Southwesterly along the Northwest right of way of the said Eaton Street, 160 feet; said point being the Point of Beginning of said perpetual easement; thence run Southwesterly along the Northwest right of way of the said Eaton Street, 21.45 feet; thence run Northwesterly, perpendicular to said Eaton Street, 365.88 feet; thence run Northwesterly along a deflected angle from the proceeding course of 60° 31' to the right, a distance of 21.45 feet to a point 100 feet distant from the Southwesterly right of way of the said White Street; thence run Southwesterly along a line parallel to the Southwesterly right of way line of the said White Street and 160 feet distant therefrom, along a deflected angle from the proceeding course of 30° 29' to the right a distance of 365.40 feet back to the Point of Beginning of said perpetual easement.</p> | <p><b>SURVEYOR'S NOTES:</b></p> <ul style="list-style-type: none"> <li>BEARING BASE: ALL BEARINGS ARE BASED ON SP0°00'00"W ASSUMED ALONG THE CENTERLINE OF EATON STREET.</li> <li>ALL ANGLES DEFINED ARE 90 DEGREES UNLESS OTHERWISE INDICATED.</li> <li>ALL UNITS ARE SHOWN IN SURVEY FEET.</li> <li>ADDRESS: 1111 EATON STREET, KEY WEST, FL 33040.</li> <li>COMMUNITY NO.: 120168, MAP NO.: 12007C-151-24.</li> <li>12007C-12004; MAP DATE: 02-18-2005; FLOOD ZONE: AE; BASE ELEVATION: 7.</li> <li>THE FINISH FLOOR ELEVATIONS (FF) WERE TAKEN AT THE DOOR THRESHOLD IN THE LOCATION INDICATED ON THE SURVEY, NO INTERIOR FLOOR ELEVATIONS WERE MEASURED OR VERIFIED.</li> <li>ELEVATIONS SHOWN HEREON ARE IN FEET AND BASED ON THE NATIONAL GEODETIC VERTICAL DATUM OF 1929 (NGVD 1929).</li> <li>BENCHMARK DESCRIPTION: NATIONAL GEODETIC SURVEY BENCHMARK "D" (21") (P.I.D. AAC020), ELEVATION = 3.81 (NGVD 1929).</li> <li>REVISION (1) - 1/1/2018 - REVISED TO ADD SPOT ELEVATIONS.</li> <li>REVISION (2) - 1/07/2005 - REVISED TITLE BLOCK.</li> </ul> |



1111 EATON STREET  
KEY WEST, FLORIDA

EXHIBIT B

Item 8a: Existing Plan (Pg 1 of 3) - Site Plan w/ Site Data Table



EXISTING SITE PLAN

SITE PLAN BASED ON INFORMATION OBTAINED FROM SURVEY PREPARED  
BY FLORIDA KEYS LAND SURVEYING, DATED ON 08-19-2018.

SCALE: 1"=20'-0"

SITE DATA

| ITEM                     | REQUIRED                           | EXISTING            | PROPOSED  |
|--------------------------|------------------------------------|---------------------|-----------|
| FLOOD ZONE               | AE EL. +7.0'                       |                     |           |
| ZONING DISTRICT          | HRCC-2                             | HRCC-2              | HRCC-2    |
| MIN. LOT SIZE            | 5,000 S.F.                         | 69,057 S.F.         | NO CHANGE |
| MAX. BUILDING COVERAGE   | 50% MAX.                           | 21,013 S.F. (30.4%) | NO CHANGE |
| MAX. IMPERVIOUS COVERAGE | 70% MAX.                           | 68,550 S.F. (99.2%) | NO CHANGE |
| OPEN SPACE               | COM. = 20% MIN.<br>RES. = 35% MIN. | 0.0 S.F. (0.0%)     | NO CHANGE |



1111 Eaton Street  
WILLIAM P. HUNN  
ARCHITECT P.A.

940 EATON ST.  
KEY WEST,  
FLORIDA  
33090  
TEL: (305) 266-6300  
FAX: (305) 266-6303  
LUCY HUNN, P.L.  
A.A. 000590

1111 EATON STREET  
KEY WEST, FLORIDA

SEAL

DATE  
07-25-2023  
10-30-2023 BPAS

REVISIONS

DRAWN BY  
ENR  
PROJECT  
NUMBER  
2310

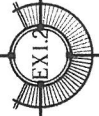
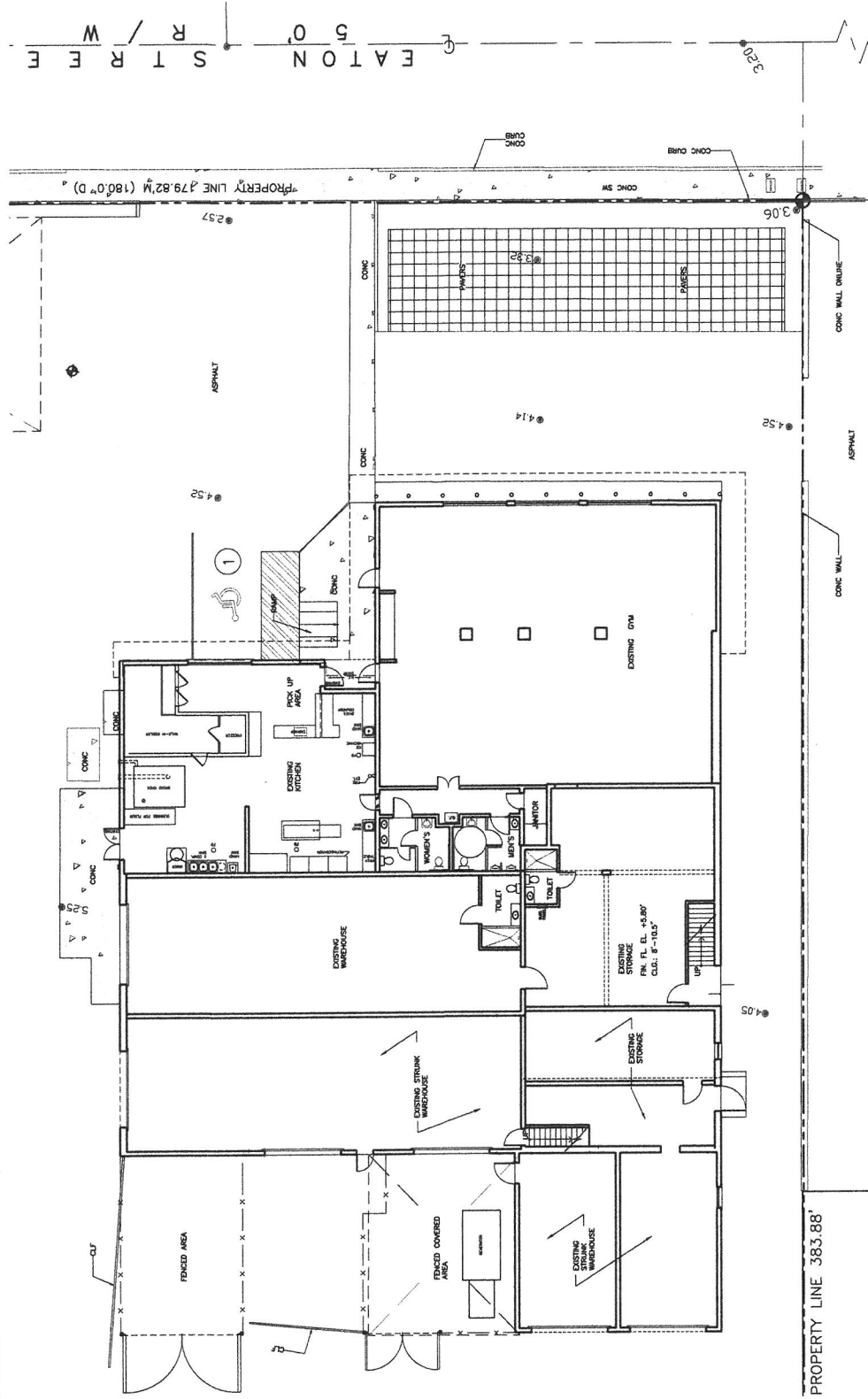


EXHIBIT B

Item 8a: Existing Plan (Pg 2 of 3) - 1st Floor Plan

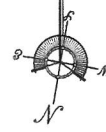


EXISTING FIRST FLOOR PLAN

SITE PLAN BASED ON INFORMATION OBTAINED FROM SURVEY  
PREPARED BY FLORIDA KEY'S LAND SURVEYING, DATED ON  
08-19-2018.

SCALE: 1/8" = 1'-0"

FIRST FLOOR TOTAL ENCLOSED AREA = 9,732.5 S.F.



1111 EATON STREET  
KEY WEST, FLORIDA



WILLIAM P. HORN  
ARCHITECT, P.A.

915 EATON ST.  
KEY WEST,  
FLORIDA  
33000

TEL: (305) 296-0297  
FAX: (305) 296-1822

LICENSURE NO.  
AA 0000840

1111 EATON STREET  
KEY WEST, FLORIDA

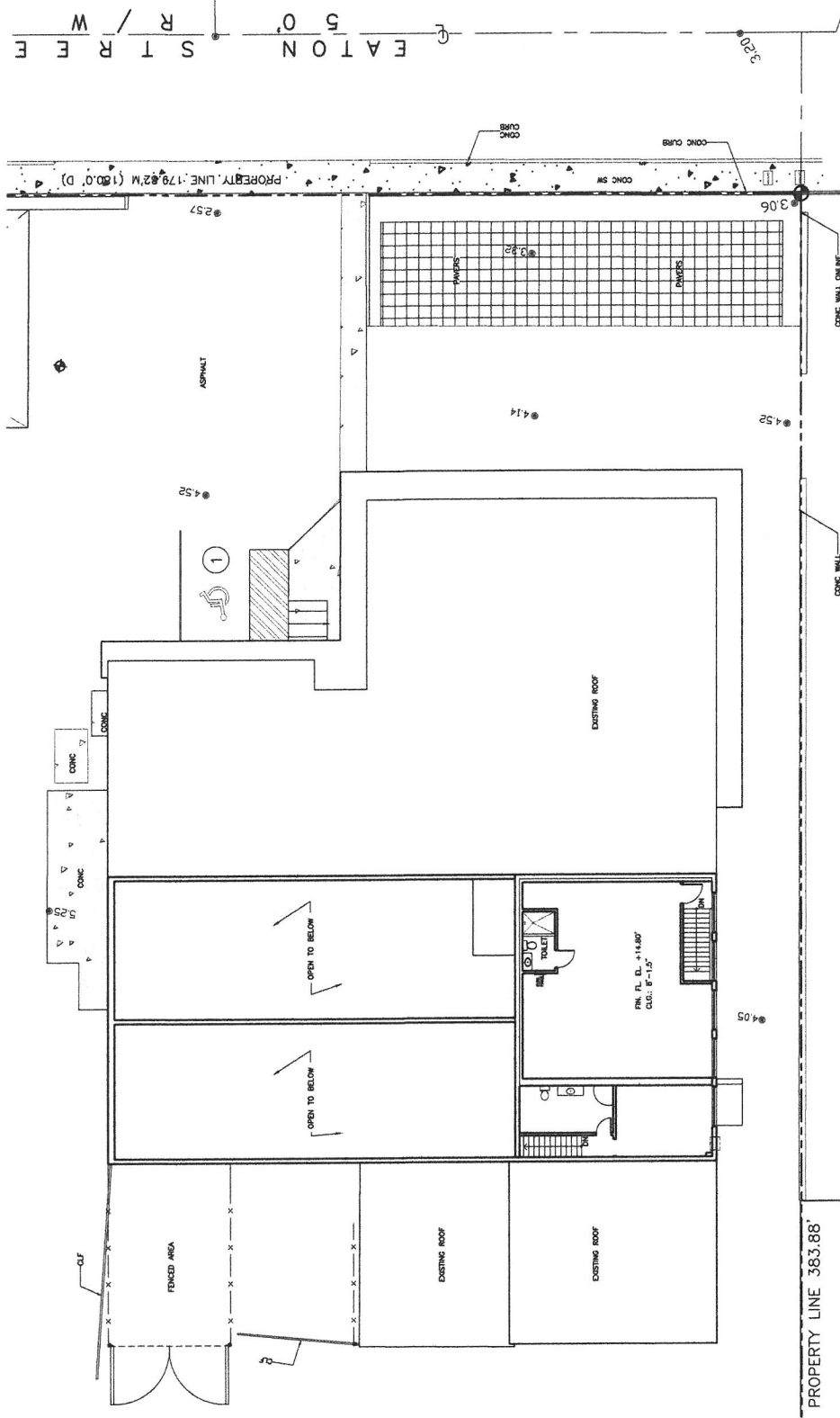
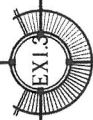
SCALE

DATE  
09-23-2023  
10-30-2023 BP/LS

REVISIONS

DRAWN BY  
EMA

PROJECT  
NUMBER  
2310



EXISTING 2ND. FLOOR PLAN

SITE PLAN BASED ON INFORMATION OBTAINED FROM SURVEY  
PERFORMED BY FLORIDA ACES LAND SURVEYING, DATED ON  
08-19-2018.

SCALE: 1/8"=1'-0"

SECOND FLOOR TOTAL ENCLOSED AREA = 1,442 S.F.

1111 EATON STREET  
KEY WEST, FLORIDA

1111 Eaton Street  
WILLIAM P. HORN  
ARCHITECT, P.A.

915 EATON ST.  
KEY WEST,  
FLORIDA  
32090  
TEL: 305-296-4307  
FAX: 305-296-1833  
LICENSURE NO.  
AA 000040

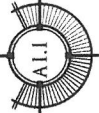
1111 EATON STREET  
KEY WEST, FLORIDA

SEAL

DATE  
09-25-2023  
10-30-2023 BPAS

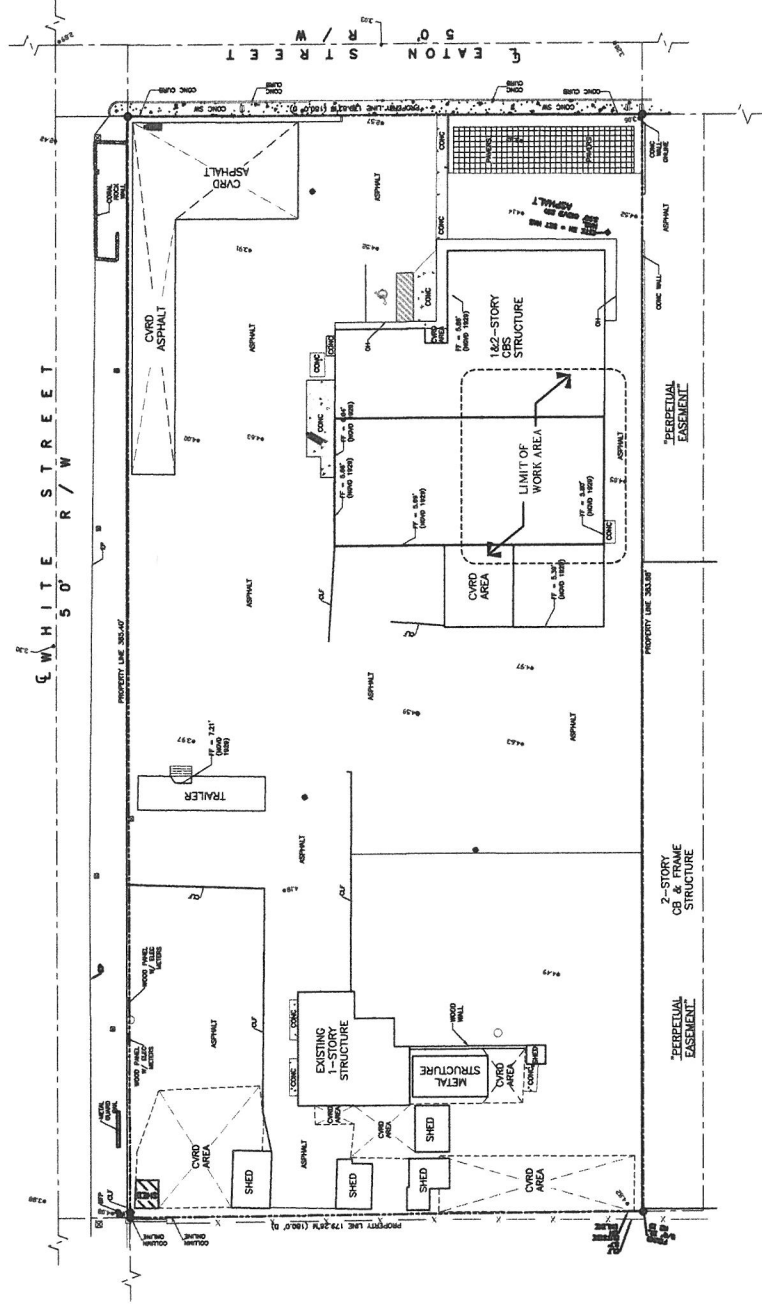
REVISIONS

DRAWN BY  
EMA  
PROJECT  
NUMBER  
2110



Item 8b: Proposed Plan (Pg 1 of 3) - Site Plan w/ Site Data Table

EXHIBIT B



### PROPOSED SITE PLAN

SITE PLAN BASED ON INFORMATION OBTAINED FROM SURVEY PREPARED  
BY FLORIDA KETS LAND SURVEYING, DATED ON 06-19-2018.

SCALE: 1"=20'-0"

| SITE DATA                 |                                  |                     |          |           |
|---------------------------|----------------------------------|---------------------|----------|-----------|
| ITEM                      | REQUIRED                         | EXISTING            | PROPOSED |           |
| FLOOD ZONE = AE EL. +7.0' |                                  |                     |          |           |
| ZONING DISTRICT           | HRCC-2                           | HRCC-2              | HRCC-2   | NO CHANGE |
| MIN. LOT SIZE             | 5,000 S.F.                       | 69,057 S.F.         |          | NO CHANGE |
| MAX. BUILDING COVERAGE    | 50% MAX.                         | 21,013 S.F. (30.4%) |          | NO CHANGE |
| MAX. IMPERVIOUS COVERAGE  | 70% MAX.                         | 68,550 S.F. (99.2%) |          | NO CHANGE |
| OPEN SPACE                | COM. -20% MIN.<br>RES. -35% MIN. | 0.0 S.F. (0.0%)     |          | NO CHANGE |

1111 EATON STREET  
KEY WEST, FLORIDA

1111 Eaton Street  
WILLIAM P. HORN  
ARCHITECT, P.A.

REGISTRATION NO.  
KEY WEST,  
FLORIDA  
35000

TEL: (305) 294-2000  
FAX: (305) 294-1000

LICENSE NO.  
AA 000000

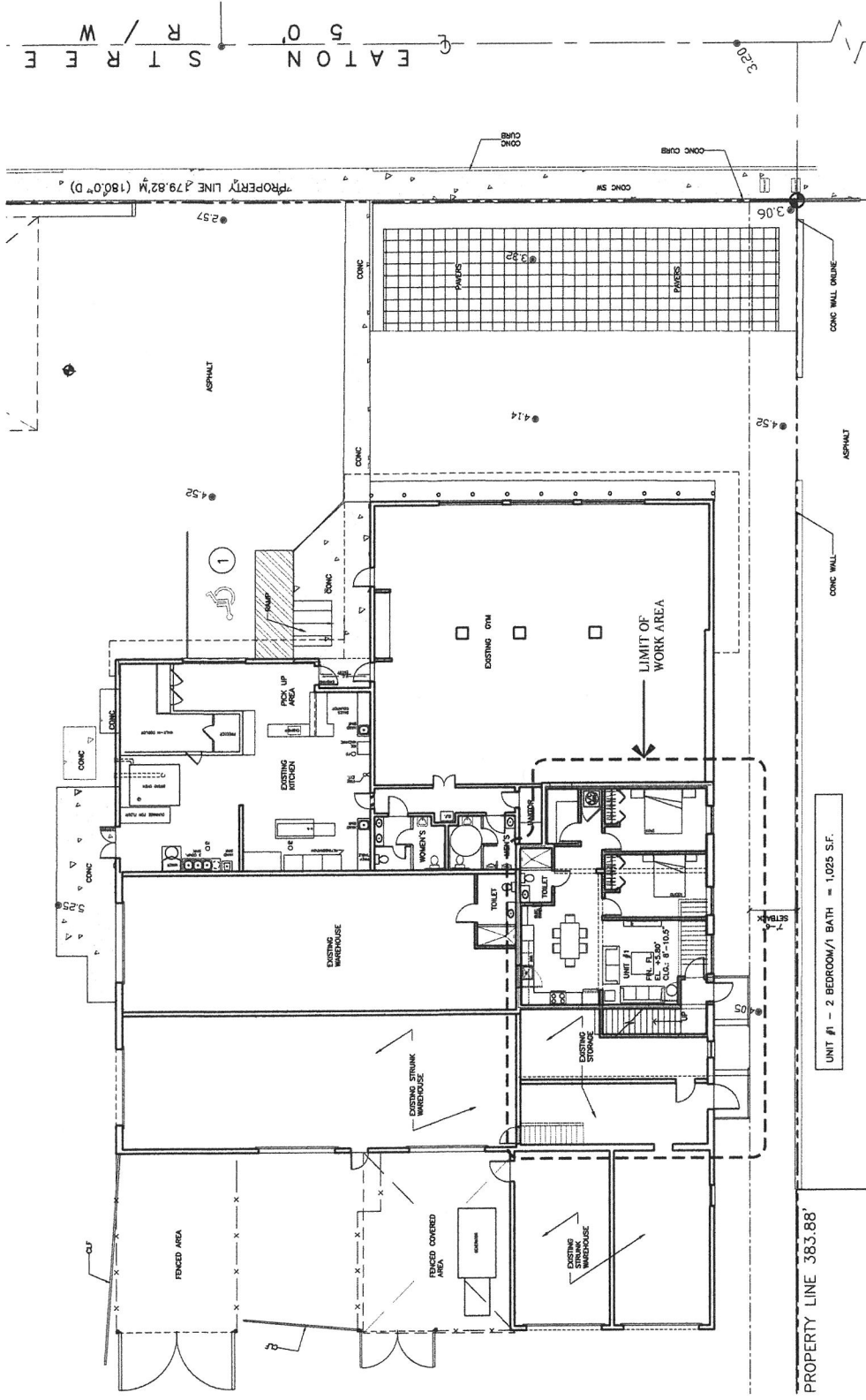
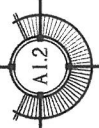
1111 EATON STREET  
KEY WEST, FLORIDA

DATE  
09-25-2025  
10-30-2025 BP/LS

REVISIONS

DRAWN BY  
EWA

PROJECT  
NUMBER  
2510

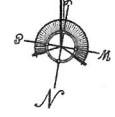


| WALL LEGEND |                             |
|-------------|-----------------------------|
|             | EXISTING WALL CONGT.        |
|             | NEW WALL                    |
|             | EXISTING WALL TO BE REMOVED |

PROPOSED FIRST FLOOR PLAN

SITE PLAN BASED ON INFORMATION OBTAINED FROM SURVEY  
PERFORMED BY FLORIDA KEY WEST SURVEYING, UNITED ON  
06-19-2018.

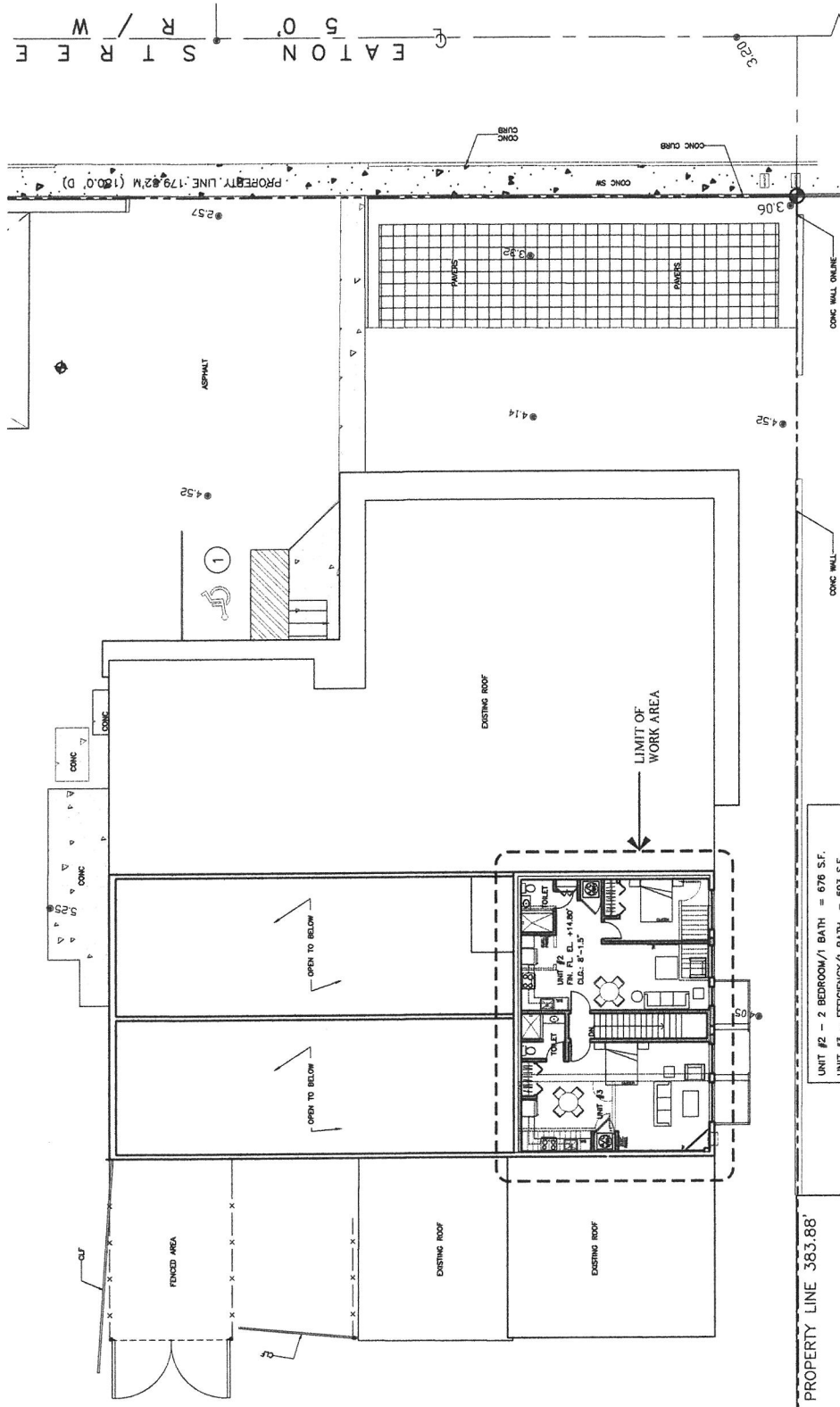
FIRST FLOOR TOTAL ENCLOSED AREA = 9,732.5 S.F.



1111 EATON STREET  
KEY WEST, FLORIDA

UNIT #1 - 2 BEDROOM/1 BATH = 1,025 S.F.

PROPERTY LINE 383.88'



SITE PLAN BASED ON INFORMATION OBTAINED FROM SURVEY  
PREPARED BY FLORIDA KEYS LAND SURVEYING, DATED ON  
06-19-2018.

SECOND FLOOR TOTAL ENCLOSED AREA = 1 442 S.F.

PROPOSED 2ND. FLOOR PLAN

SCALE: 1/8"=1'-0"

WALL LEGEND

DISTING WALL CONST.

**NEW WALL**

| NO. | DESCRIPTION        | QUANTITY | UNIT |
|-----|--------------------|----------|------|
| 1   | 1" x 4" x 8" PLANK | 1000     | LF   |

**EXISTING WALL TO BE REMOVED**

1111 EATON STREET  
KEY WEST, FLORIDA



# **BUILDING PERMIT ALLOCATION SYSTEM (BPAS) APPLICATION EXHIBIT C – APPLICANT’S ESTIMATED SCORE SHEET**

**CITY OF KEY WEST, FLORIDA • PLANNING DEPARTMENT**

Address: 1300 White Street • Key West, Florida 33040

Phone: 305-809-3764

Website: [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov)

The purpose of the Estimated Score Sheet is to provide the applicant with the understanding that if a BPAS Allocation(s) is awarded the total amount of points represented on the Estimated Score Sheet and finalized through the official staff ranking process is required to be permanently maintained throughout the lifecycle of the project. Because the total amount of points is not linked to one specific criterion, the applicant has flexibility in the construction phase in the event that certain point system criteria, for which the application is ranked, need to be substituted.

**In the event that the Prerequisites and/or the total points are not achieved, a Certificate of Occupancy will not be issued for the project.**

**Applicant:** Trepanier & Associates **Site Address:** 1111 Eaton Street; Key West, FL 33040

**Number and type of Units Requested:** Market Rate 3 Affordable       

**Prerequisite Development Type:** Major Construction/ Renovation         
Minor Renovation X

**Please acknowledge that the Prerequisites required for the proposed project shall be met in accordance with the solution statement provided:** OT  
*Initial here*

**The following criteria and point system shall be utilized in the ranking of applications for development of non-transient units as follows:**

- |                                                                                                                                               |                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| a. Building more than 1.5' higher than the base flood elevation (+5)                                                                          | Points <u>5</u>      |
| b. Exceeding the minimum required percentage of affordable housing (+30)                                                                      | Points <u>      </u> |
| c. Voluntarily providing affordable housing which exceeds the requirements of section 122-1467 at median income classification (+40)          | Points <u>      </u> |
| d. Voluntarily providing affordable housing which exceeds the requirements of section 122-1467 at low-income classification (+60)             | Points <u>      </u> |
| e. Achieving Green Building Certification Upgrade 1 (+20)                                                                                     | Points <u>      </u> |
| f. Achieving Green Building Certification Upgrade 2 (+27)                                                                                     | Points <u>      </u> |
| g. Achieving Green Building Certification Upgrade 3 (+40)                                                                                     | Points <u>      </u> |
| h. Voluntary contribution to the arts in public places fund or tree fund in the amount of \$2,500 or more (+5)                                | Points <u>      </u> |
| i. Providing electrical high-voltage sized conduit for future electric car charging station near parking area (+5)                            | Points <u>      </u> |
| j. Using light-colored, high-reflectivity materials for all non-roof areas with a Solar Reflectance Index (SRI) of at least 29 (+5)           | Points <u>      </u> |
| k. Providing on-site recreational amenities or exceeding the open space requirements of section 108-346 (b) of article V of Chapter 108 (+10) | Points <u>      </u> |

**TOTAL ESTIMATED POINTS** 5





# **BUILDING PERMIT ALLOCATION SYSTEM (BPAS) APPLICATION**

## **EXHIBIT D - BPAS CERTIFICATION FORM**

### **CITY OF KEY WEST, FLORIDA • PLANNING DEPARTMENT**

Address: 1300 White Street • Key West, Florida 33040

Phone: 305-809-3764

Website: [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov)

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. I certify that all information required has been provided.

I certify that my total estimated points are 5. I certify that if I am awarded one or more Building Permit Allocations and am unable to achieve all prerequisites and/or achieve the total amount of points represented on the Score Sheet, a Certificate of Occupancy will not be issued for the project.

I certify that if I am awarded one or more Building Permit Allocations, the Score Sheet and Prerequisite Solution Statement prepared as part of this application will be provided to my contractor and that my contractor will be made aware that if the completed project does not achieve all prerequisites and achieve the total amount of points represented on the Score Sheet, a Certificate of Occupancy will not be issued for the project.

Beth Harrington  
Signature of applicant

11-3-25  
Date

Beth Harrington

Print name of Applicant

Subscribed and sworn to (or affirmed) before me on this 3 day of November, 2025  
by Beth Harrington (name of person signing the application)  
as Agent (type of authority...e.g. officer, manager/ member, trustee,  
attorney)  
for SFI of the Keys Inc (name of entity or party on behalf of whom application was  
executed).

He/She is personally known to me or has presented \_\_\_\_\_ as identification.

[Signature]  
Notary's Signature and Seal

\_\_\_\_\_  
Name of Acknowledger typed, printed or stamped

\_\_\_\_\_  
Commission Number, if any



## Energy and Water Baseline Report

### 1. Property Information:

- **Address:** 1111 Eaton Street, Key West, FL 33040
- **Age/Construction Type:** 1964, AB AVE WOOD SIDING
- **Size:** 2,294 sq. ft.
- **Number of Occupants:** 5 beds
- **Climate Zone:** 11b

### 2. Energy Usage Data:

- **Heating:** No heat
- **Cooling:** Central AC
- **Appliances:** Refrigerators and lighting.
- **Hot Water:** Electric water heater.
- **Electric Consumption:** NA – this is an adaptive-reuse infill project. The area to be adaptively renovated is currently not independently metered, therefore no baseline data is available.
- **Gas Consumption:** No gas usage on the premises

### 3. Water Usage Data:

- **Water Consumption:** NA – this is an adaptive-reuse infill project. The area to be adaptively renovated is currently not independently metered, therefore no baseline data is available.
- **Water Heating Efficiency:** New water heater will be an Energy Star rated and will operate at least 15% below the Florida Building Code standards.

### 4. Energy Costs:

- **Electricity Cost:** NA – this is an adaptive-reuse infill project. The area to be adaptively renovated is currently not independently metered, therefore no baseline data is available.
- **Gas Cost:** NA – this is an adaptive-reuse infill project. The area to be adaptively renovated is currently not independently metered, therefore no baseline data is available.



# Cash Register Receipt

City of Key West

**Receipt Number**  
**R95058**

| DESCRIPTION                                          | ACCOUNT                | QTY                  | PAID       |
|------------------------------------------------------|------------------------|----------------------|------------|
| ProjectTRAK                                          |                        |                      | \$1,337.06 |
| BPAS2025-0005                                        | Address: 1111 EATON ST | APN: 00001670-000000 | \$1,337.06 |
| BUILDING PERMIT ALLOCATION SYSTEM                    |                        |                      | \$1,337.06 |
| BUILDING PERMIT ALLOCATION SYSTEM<br>APPLICATION FEE |                        | 0                    | \$1,337.06 |
| TOTAL FEES PAID BY RECEIPT: R95058                   |                        |                      | \$1,337.06 |

---

Date Paid: Friday, November 07, 2025

Paid By: Owen Trepanier & Associates

Cashier: MXH

Pay Method: CHECK 1532

---

**From:** [Taylor Brown](#)  
**To:** [Benjamin Gagnon](#)  
**Subject:** Fw: [EXTERNAL] 1111 Eaton St - Applicant Response to Preliminary Ranking for Yr 13 BPAS  
**Date:** Thursday, February 12, 2026 10:06:32 AM  
**Attachments:** [Revised Score Sheet.pdf](#)  
[Outlook-lkminouc.png](#)

---

Taylor Brown

**City Planner**

City of Key West

1300 White Street

Key West, FL 33040

Office: 305-809-3746

Email: [Taylor.Brown@cityofkeywest-fl.gov](mailto:Taylor.Brown@cityofkeywest-fl.gov)



**Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. F.S. 668.6076.**

---

**From:** Owen Trepanier <owen@owentrepanier.com>  
**Sent:** Thursday, February 12, 2026 10:03 AM  
**To:** Taylor Brown <taylor.brown@cityofkeywest-fl.gov>  
**Cc:** Mercedes Herrada <mercedes.herrada@cityofkeywest-fl.gov>  
**Subject:** [EXTERNAL] 1111 Eaton St - Applicant Response to Preliminary Ranking for Yr 13 BPAS

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Taylor,

This is in response to the planning staff comments in the Preliminary Ranking for Yr 13 BPAS ltr.

**Planning Staff Comment:** "Please provide how project complies with rainwater catchment

requirements. Staff did not identify any swale or similar on site plan."

**Applicant Response:** Sec. 108-997.b.1.c. requires rainwater catchments systems for "All new buildings", this is an interior renovation of an existing building, therefore does not trigger the rainwater catchment provision.

**Planning Staff Comment:** Applicant Action: The same scoresheet was submitted for market rate and affordable rate, please resubmit a scoresheet that is for the affordable units should you switch the application to affordable."

**Applicant Response:** Revised Scoresheet Attached.

Thank you.

Owen Trepanier

---

**Trepanier & Associates, Inc.**

1902 Staples Lane, KW, FL 33040

305-293-8983



Revised 02/12 to eliminate 5pts for 1.5ft



# BUILDING PERMIT ALLOCATION SYSTEM (BPAS) APPLICATION

## EXHIBIT C – APPLICANT'S ESTIMATED SCORE SHEET

CITY OF KEY WEST, FLORIDA • PLANNING DEPARTMENT

Address: 1300 White Street • Key West, Florida 33040

Phone: 305-809-3764

Website: [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov)

The purpose of the Estimated Score Sheet is to provide the applicant with the understanding that if a BPAS Allocation(s) is awarded the total amount of points represented on the Estimated Score Sheet and finalized through the official staff ranking process is required to be permanently maintained throughout the lifecycle of the project. Because the total amount of points is not linked to one specific criterion, the applicant has flexibility in the construction phase in the event that certain point system criteria, for which the application is ranked, need to be substituted.

**In the event that the Prerequisites and/or the total points are not achieved, a Certificate of Occupancy will not be issued for the project.**

**Applicant:** Trepanier & Associates **Site Address:** 1111 Eaton Street; Key West, FL 33040

**Number and type of Units Requested:** Market Rate \_\_\_\_\_ Affordable X \_\_\_\_\_

**Prerequisite Development Type:** Major Construction/ Renovation \_\_\_\_\_  
Minor Renovation X \_\_\_\_\_

**Please acknowledge that the Prerequisites required for the proposed project shall be met in accordance with the solution statement provided:** OT  
*Initial here*

**The following criteria and point system shall be utilized in the ranking of applications for development of non-transient units as follows:**

|                               |                                                                                                                                            |        |          |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|--------|----------|
| a.                            | Building more than 1.5' higher than the base flood elevation (+5)                                                                          | Points | _____    |
| b.                            | Exceeding the minimum required percentage of affordable housing (+30)                                                                      | Points | _____    |
| c.                            | Voluntarily providing affordable housing which exceeds the requirements of section 122-1467 at median income classification (+40)          | Points | _____    |
| d.                            | Voluntarily providing affordable housing which exceeds the requirements of section 122-1467 at low-income classification (+60)             | Points | _____    |
| e.                            | Achieving Green Building Certification Upgrade 1 (+20)                                                                                     | Points | _____    |
| f.                            | Achieving Green Building Certification Upgrade 2 (+27)                                                                                     | Points | _____    |
| g.                            | Achieving Green Building Certification Upgrade 3 (+40)                                                                                     | Points | _____    |
| h.                            | Voluntary contribution to the arts in public places fund or tree fund in the amount of \$2,500 or more (+5)                                | Points | _____    |
| i.                            | Providing electrical high-voltage sized conduit for future electric car charging station near parking area (+5)                            | Points | _____    |
| j.                            | Using light-colored, high-reflectivity materials for all non-roof areas with a Solar Reflectance Index (SRI) of at least 29 (+5)           | Points | _____    |
| k.                            | Providing on-site recreational amenities or exceeding the open space requirements of section 108-346 (b) of article V of Chapter 108 (+10) | Points | _____    |
| <b>TOTAL ESTIMATED POINTS</b> |                                                                                                                                            |        | <b>0</b> |

January 9, 2026

VIA ELECTRONIC MAIL

Trepanier & Associates, Inc.  
1902 Staples Lane  
Owen Trepanier

**Re: Preliminary Ranking for Year 13 (2025-2026) Building Permit Allocation System (BPAS) Application  
1111 Eaton Street, Key West, Florida (RE #00001670-000000)**

Dear Applicant,

The following letter is in response to a request for three (3) market rate and three (3) affordable rate residential dwelling BPAS units received by the Planning Department on November 6<sup>th</sup>, 2025 for property located at 1111 Eaton Street, Key West, Florida, more specifically RE #00001670-000000. The application has been reviewed for compliance with the criteria established in Chapter 108, Article X of the Land Development Regulations (LDRs) of the City's Code of Ordinances and reviewed for completeness with the application submittal requirements. The following are the Planning Department staff comments related to the review of the application.

**Completeness / BPAS Prerequisites**

- Please provide how project complies with rainwater catchment requirements. Staff did not identify any swale or similar on site plan.

**BPAS Scoring Criteria**

- The applicant claimed 5 points in Exhibit C "Applicant's Estimated Score Sheet" and Exhibit D "BPAS Certification Form".
- **Applicant Action:** The same scoresheet was submitted for market rate and affordable rate, please resubmit a scoresheet that is for the affordable units should you switch the application to affordable.

**Additional Documentation & Comments**

- Final BPAS applications are pending final density/zoning review for compliance with the City of Key West Land Development Regulations.

**General Information**

**Draft Rankings:** A preliminary draft copy of the Year 13 BPAS application rankings are attached, to provide a snapshot of your project ranking relative to other proposals. All BPAS applications are scored and ranked with the highest scoring projects awarded first. Market-rate unit requests compete separately from affordable-rate unit requests. You may make changes to your project that improve the Estimated BPAS Score Sheet at this time. After the deadline below, changes to the Estimated BPAS Score Sheet will no longer be allowed.

**Deadline:** All applicants shall be provided one (1) month to submit revisions to their applications. The deadline date is February 13th, 2026. Please submit one (1) paper copy or an electronic copy of your response and the requested revisions to the Planning Department no later than 5:00 p.m. on Friday, February 13th, 2026. Final allocations will be announced and awarded at the May 15th Planning Board meeting consistent with Sec. 108-997 of City code.

**Assistance:** Please contact us with any questions or clarifications. Planning staff are available to meet with you to discuss your application in greater detail. More information is available at [www.cityofkeywest-fl.gov/bpas](http://www.cityofkeywest-fl.gov/bpas).

Sincerely,



Ben Gagnon  
Planning Department  
City of Key West  
1300 White Street  
Key West, FL 33040