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## Historic Architectural Review Commission Staff Report for Item 4

To: Chairman Haven Burkee and Historic Architectural Review  
Commission Members

From: Daniela Salume, MFA  
Historic Preservation Manager

Meeting Date: March 24, 2026

Applicant: Sandbar Design Studio, Inc

Application Number: C2025-0077

Address: 309 William Street

### **Description of Work:**

**Request to be Postponed Indefinitely** - New two-story single-family residence, new pool, pool deck, and site improvements.

### **Site Facts:**

The building under review is a historic and contributing structure within the historic district, constructed circa 1885. This two-story house is located at the corner of William Street and Sawyers Lane. The site includes the primary wood-frame structure along with one-story rear additions.

Currently the house sits on piers and is located within an AE-7 flood zone.



*Photo of property under review circa 1965. Monroe County Library.*



*Photo of property under review June 2008. Monroe County Library.*



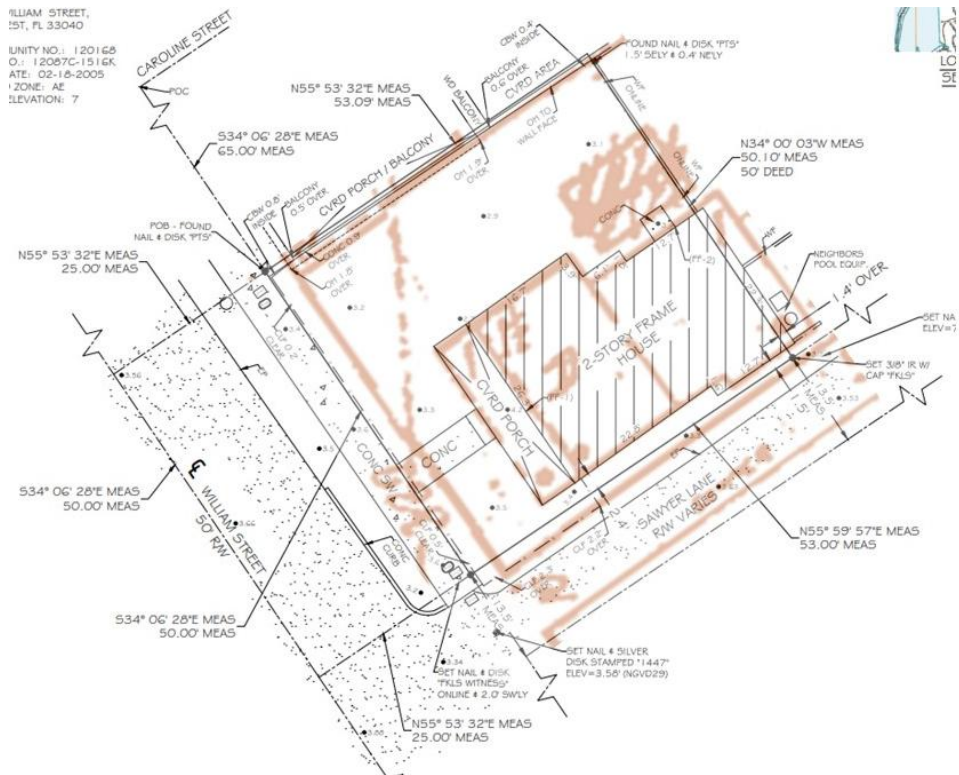
*Photo of property under review.*



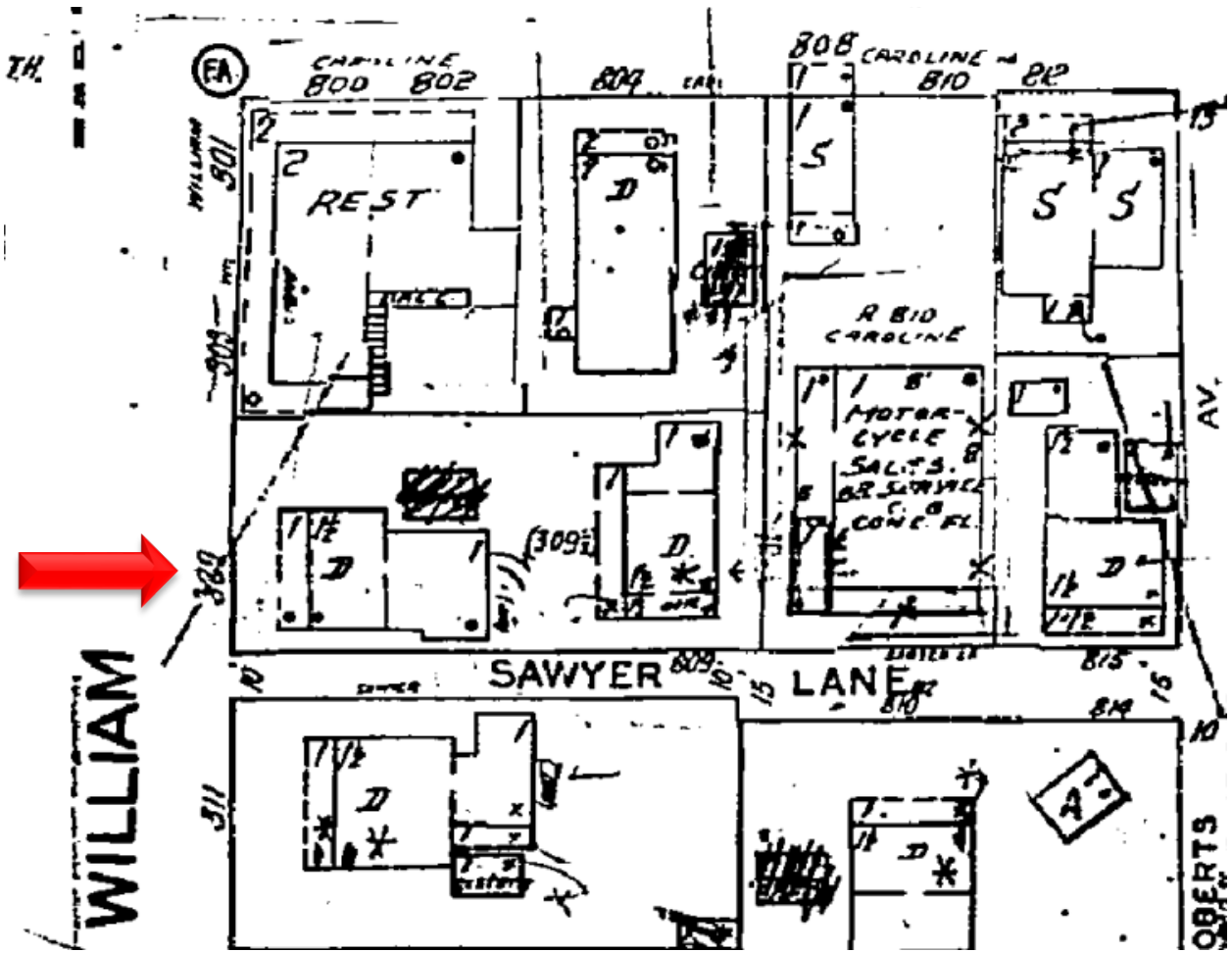
*Photo of property under review.*



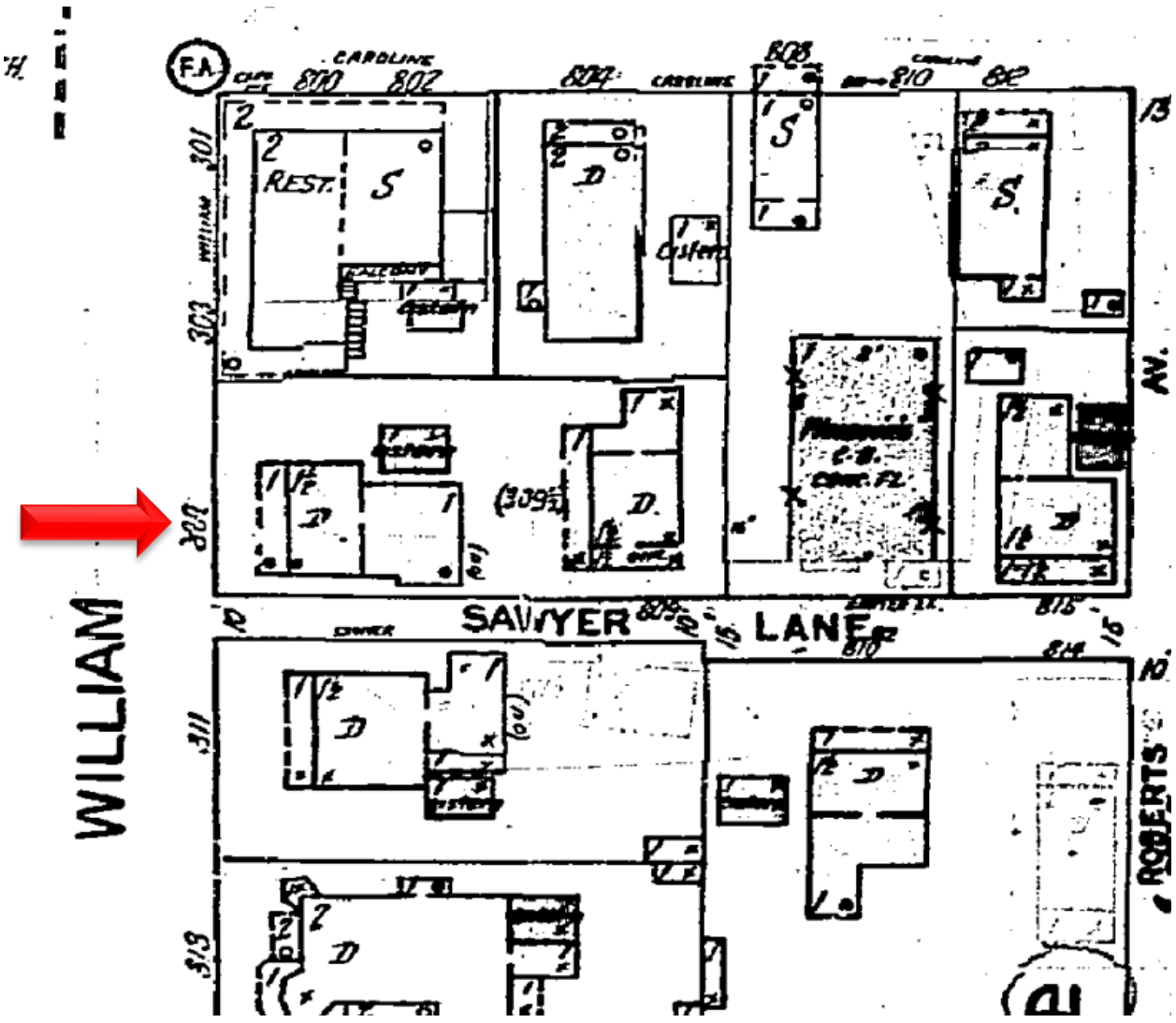
Photo of property under review.



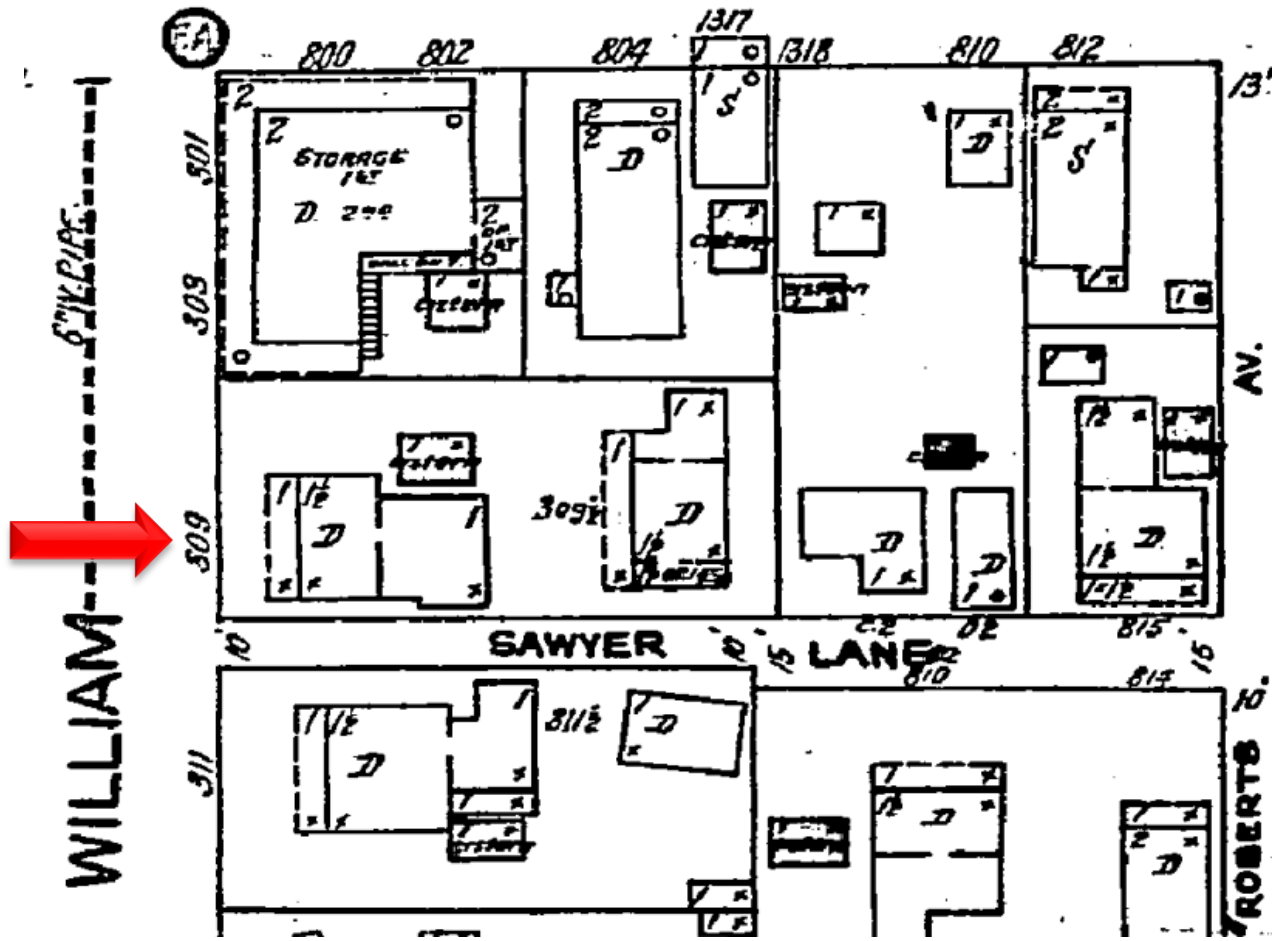
1962 Sanborn Map and current survey.



1962 Sanborn Map



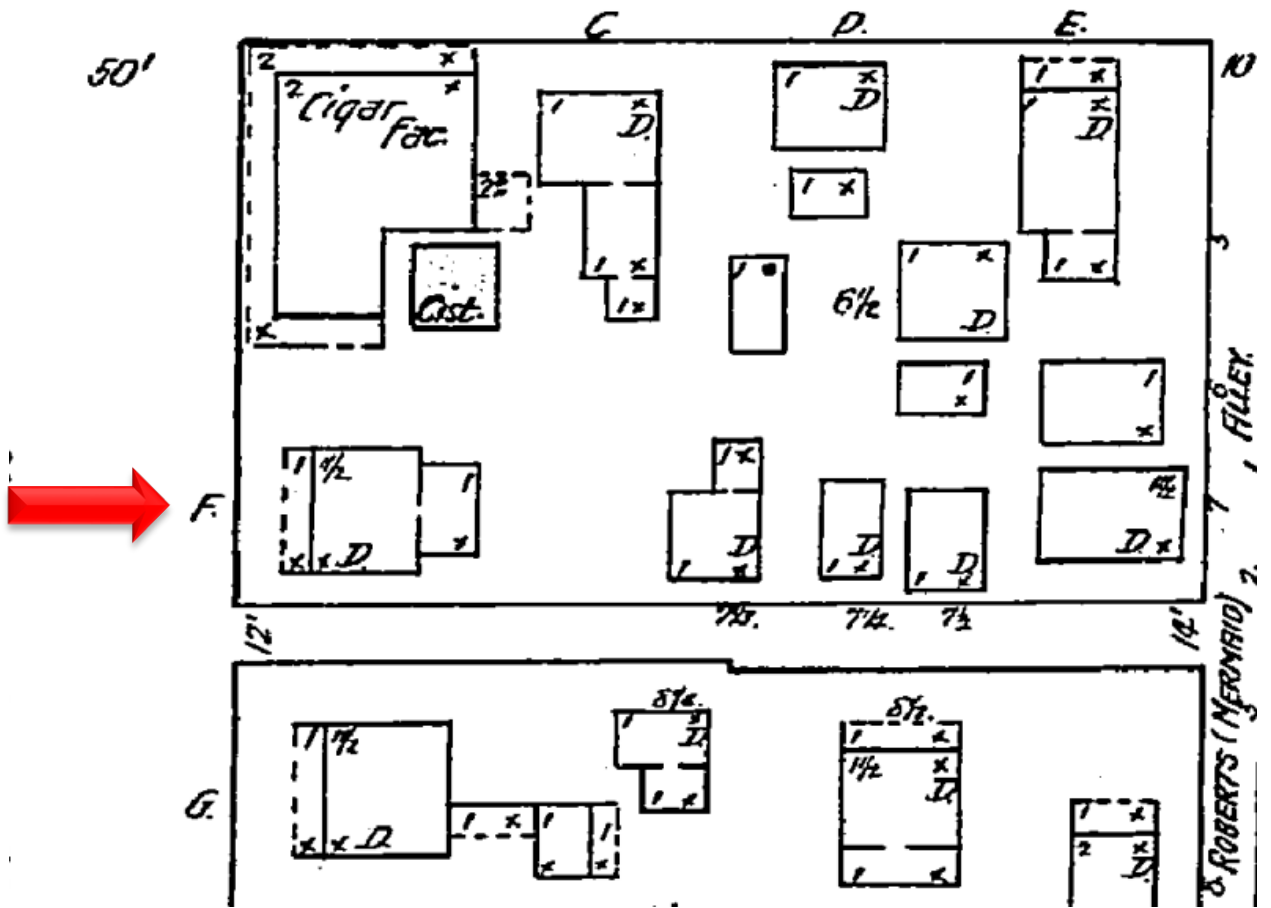
1948 Sanborn Map



1926 Sanborn Map



# CAROLINE



1892 Sanborn Map

## **Guidelines Cited on Review:**

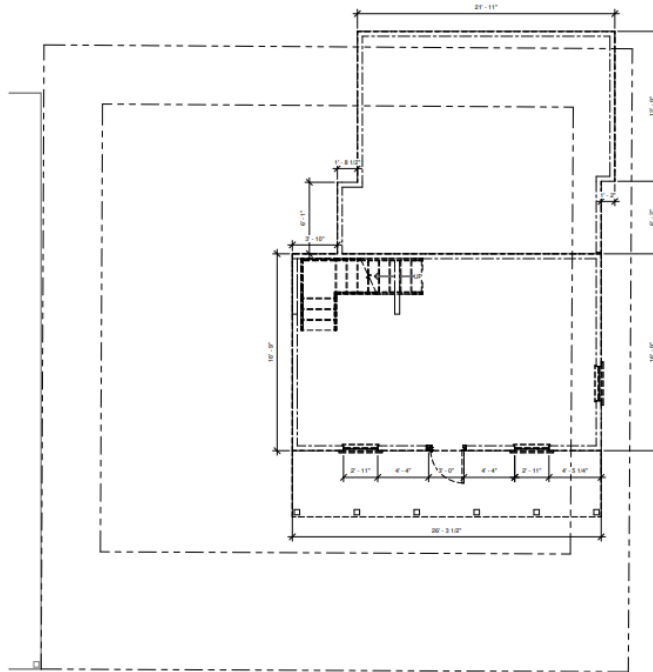
- Guidelines for Building Exteriors (page 24), specifically first sentence of first paragraph.
- Guidelines for Roofing (page 26), specifically guidelines 2 and 3.
- Guidelines for Entrances, Porches, and Doors (pages 32-33) specifically guidelines 8, 9, and 12.
- Guidelines for Foundations & Lattice Infill (page 34), specifically guidelines 1, 2, and 4.
- Guidelines for New Construction (pages 38a-38q), specifically guidelines 1, 2, 3, 5, 6, 7, 8, 9, 11, 12, 13 (first sentence), 14, 15, 17, 18, 19, 22, 23, 24, and 25.
- Guidelines for Decks, Patios, Hot Tubs, Spas, Pools, and Related Equipment (page 39a), specifically first paragraph, guidelines 3 and 4.
- Guidelines for Fences and Walls (pages 41-42), specifically guidelines 1, 2, 3, 4 (first sentence), 5, 6, 8, 9, and 10.
- Guidelines for parking areas, landscaping & open space environment (page 43), specifically guidelines 2, 3, and 5.

## **Staff Analysis:**

A Certificate of Appropriateness is currently under review for the construction of a new two-story single-family residence, new pool, pool deck, and site improvements. The plans proposed a front porch and second story front balcony both with similar posts and railings. There is a half glazed six panel door on both stories. A new front stair will be added, centered on the front porch. The proposed two-story addition will use materials including 5V-Crimp roofing, Hardie board siding, and 1x4 Hardie trim. There will be a one-story bump out on the left side of the structure. Behind this bump out is a pool deck and pool, blocking its view from William Street. The rear portion of the main structure will block the view from Sawyers Lane. There is a sliding glass door on the first floor in the area of the pool deck. All windows on the structure will be six over six with shutters, except for two sliding windows on the second floor above the sliding glass door.

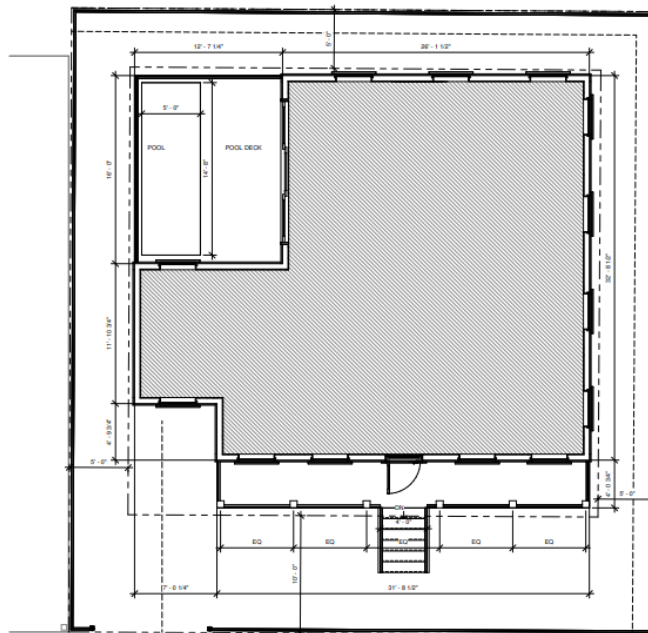
The project also includes a new 4' wood picket fence and a 10' wide gate. There is also a proposed paver parking area behind the 10' gate and a paver path leading from the parking area to the front porch.





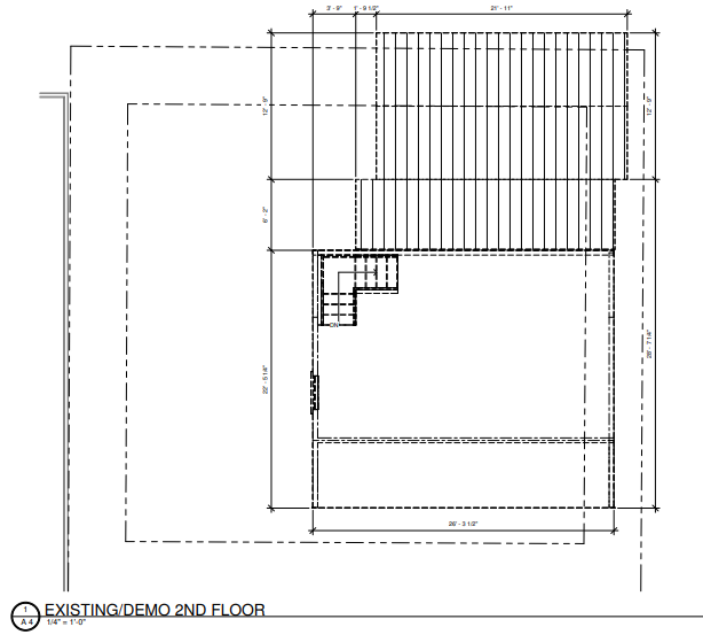
1 EXISTING/DEMO 1ST FLOOR  
A.3 1/4" = 1'-0"

*Existing Floor Plan/Demo.*

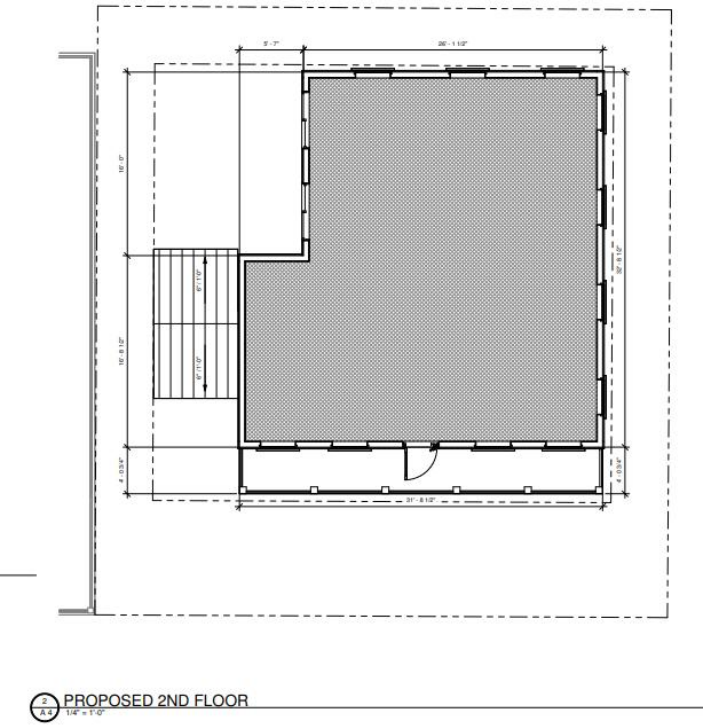


2 PROPOSED 1ST FLOOR  
A.3 1/4" = 1'-0"

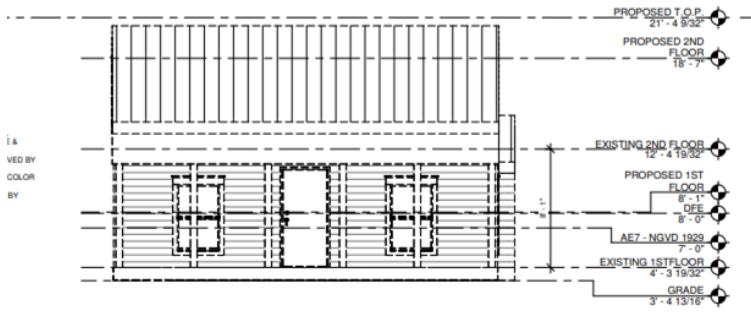
*Proposed First Floor Plan.*



*Existing Second Floor Plan.*



*Proposed Second Floor Plan.*



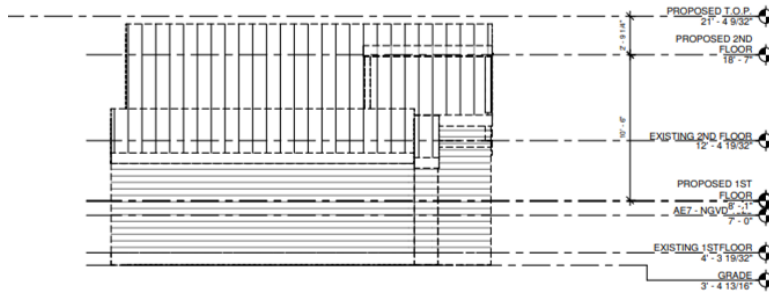
4 FRONT ELEVATION - EXISTING/DEMO  
1/4" = 1'-0"

*Existing Front Elevation.*



1 FRONT ELEVATION  
1/4" = 1'-0"

*Proposed Front Elevation.*

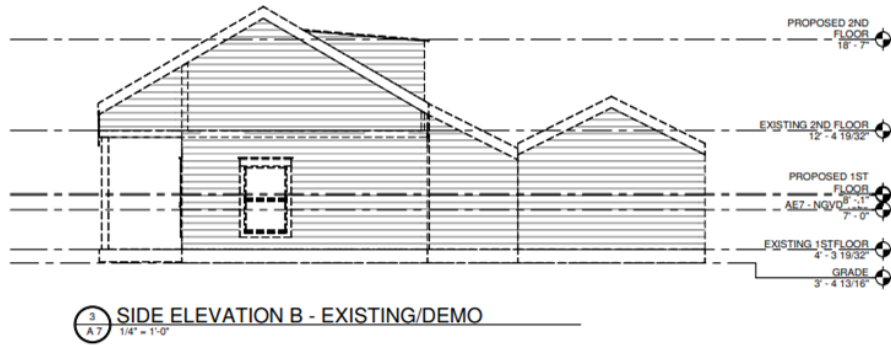


3 REAR ELEVATION - EXISTING/DEMO  
1/4" = 1'-0"

*Existing Rear Elevation.*



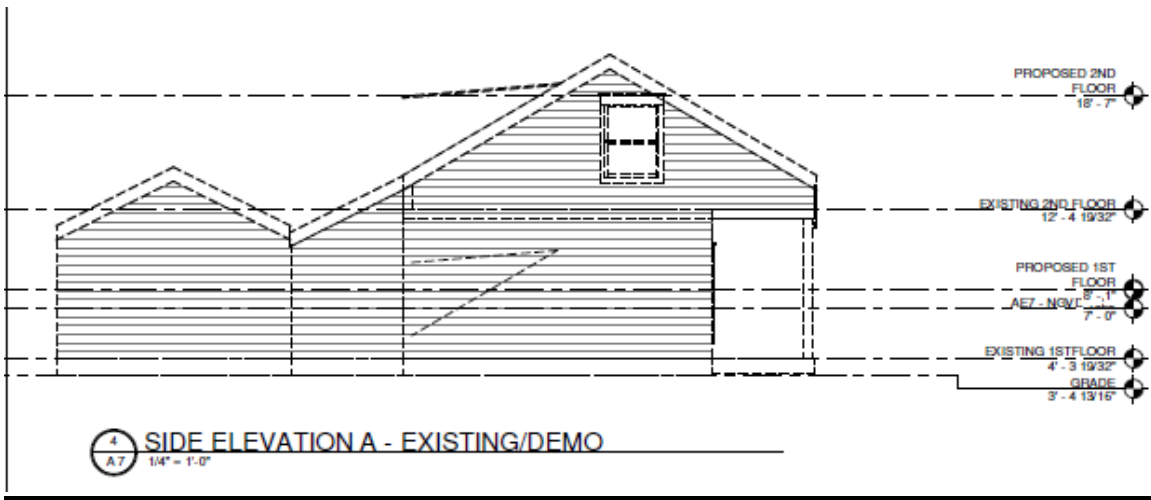
*Proposed Rear Elevation.*



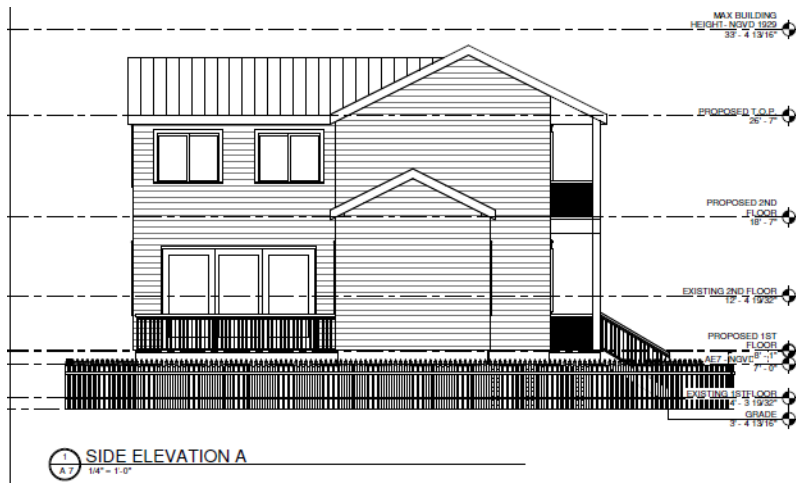
*Existing Side Elevation.*



*Proposed Side Elevation.*



*Existing Side Elevation.*



*Proposed Side Elevation.*

## **Consistency with Cited Guidelines:**

The proposed new construction meets most of the *Historic Architectural Guidelines*. The proposed structure meets Guidelines 1 and 2 of New Construction. The proposed structure is two stories, which fits within the scale of the surrounding context. There are multiple two-story buildings along this portion of William Street and down Sawyers Lane. This two-story scale follows Guidelines 13 and 14 because of the surrounding two-story structures. The proposed architectural style with a side gable roof and a front porch and balcony follows Guidelines 17 and 18 as it preserves the sense of place within this area of the historic district as there are multiple houses with a similar style in the area. This style also meets Guidelines 6 and 7 as the proposed structure will be situated in a similar manner as adjacent buildings and have a street facing entrance. The proposed materials include a 5V-Crimp roof, Hardie board siding, and Hardie Board trim around the windows and doors, all acceptable materials within the context of the historic district and follows Guidelines 22 and 23.

The proposed structure meets Guideline 8 of Entrances, Porches, Doors, as the new front porch and balcony both are compatible in scale and design of the surrounding area as there are other two-story structures with the same design in the surrounding area. The proposed balcony railings use traditional spacing and proportion. The proposed pool and pool deck meet guidelines 2 and 3 of Decks, Patios, Hot Tubs, Spas, Pools and Related Equipment. The pool deck and pool will be behind the one-story bump out, blocking its view from William Street. The rear portion of the main structure will block the view from Sawyers Lane. The pool equipment is not shown on the plans but needs to be fully screened from public view in accordance with Guideline 3. The proposed fence meets the Guideline for Fences and Walls as the fence is proposed to be a 4' tall wood picket fence around the property. The proposed sliding gate will also be at 4' height and is appropriate within the district.

The proposed paved parking area and paver path both meet Guideline 5 of Parking Areas, Landscaping & Open Space Environment as the paving does not appear excessive and is an appropriate size for a parking space and walking path. Guideline 2 states that “the most appropriate location for parking in the Old Town Historic District is in the rear and side yards of structures or on the street. Whenever possible, parking should be located in these areas to reduce the impact of parking on historic streetscapes.” While the proposed driveway is at the front of the structure, there is no other location for a parking area based on the lot size and proposed design. The rolling gate will shield the parking area and partially protect the streetscape view. Staff recommends using brick pavers or pierced paving grid blocks to minimize impermeable surfaces and fit in with the historic district.



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29183 Camellia Lane  
Big Pine Key, FL 33043  
Phone: 847.903.5854  
E-Mail: [info@sandbardesignstudio.com](mailto:info@sandbardesignstudio.com)

## Structural Report

Single Family Residence  
309 William Street  
Key West, FL 33040

**Prepared By:**

Erica Poole, RA  
AR98525

Sandbar Design Studio, Inc.

29183 Camellia Lane

Big Pine Key, FL 33043

847.903.5854

[info@sandbardesignstudio.com](mailto:info@sandbardesignstudio.com)

**Consulting Engineer:**

Alexander Fernandez, PE  
PE 91452

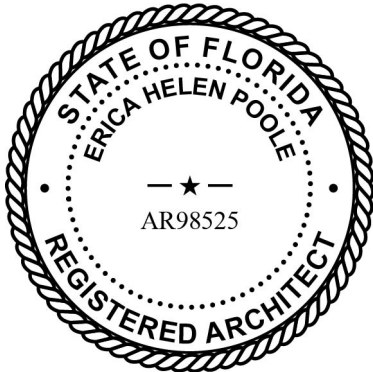
Atlantic Engineering of the Florida Keys

5582 1<sup>st</sup> Ave Unit 102

Key West, FL 33040

305.395.0521

[Alex@atlanticengflkeys.com](mailto:Alex@atlanticengflkeys.com)



September 1, 2025

## Background

This report was commissioned by the client & contractor to evaluate the condition of the existing wood frame residence at 309 William Street. This home is on limerock columns, brick, and wood piles. The residence is approximately 1,432 SF with a 130 SF covered front porch.

## Procedure

A site visit was conducted on August 26<sup>th</sup> where visual observations were noted and photographs were taken.

## Observations

The contractor, Gulf Southern Construction Company, performed exploratory demo in order to expose specific elements associated with wall framing, floor framing, and foundation. Within steps of entering, two persons, myself included, fell through the floor.

The wall framing is in a deteriorated state in all exposed locations. Duct tape was found to be holding one corner together. No strapping or sheathing was present in any exposed location. Daylight is visible through the siding. Wracking of the structure is visually evident. The ceiling and roof structure show visible signs of significant water damage, termite damage, and rot.

The floor framing is in a deteriorated state in all exposed locations. The floor sheathing/flooring material is soft and unstable for walking. Exposed locations indicate no structural attachment to the sill beams, and floor framing is resting on the ground below. A series of photos depict a significant slope in the floor, indicating failure of the floor framing and/or foundation settling. The lower diaphragm is completely compromised and in full need of replacement.

The siding is unsalvageable and in very poor condition due to a variety of factors including water damage, termite damage, and rot/decay. There is no sheathing present in the exposed areas.

The foundation has been determined to be either non-existent, sunken into the ground, or deteriorated. It consists of limestone columns, bricks, and wood piles in varied locations with no indications of tie downs between the foundation and structure.

## Conclusion

In my opinion as a Registered Architect in the State of Florida, the structure and foundation pose a significant safety hazard and should be demolished. The conditions pose an unsafe working environment for any involved. In the event of a hurricane, a debris field would

likely be generated impacting the surrounding the historic structures. This is an unsafe structure and not a candidate for renovation/repair.



FRONT OF RESIDENCE



NORTH SIDE OF RESIDENCE



NORTH SIDE OF RESIDENCE



SOUTH SIDE OF RESIDENCE



SOUTH SIDE OF RESIDENCE



REAR OF RESIDENCE (REMAINDER NOT VISIBLE)



DETERIORATED EXTERIOR SIDING W/ NO SHEATHING

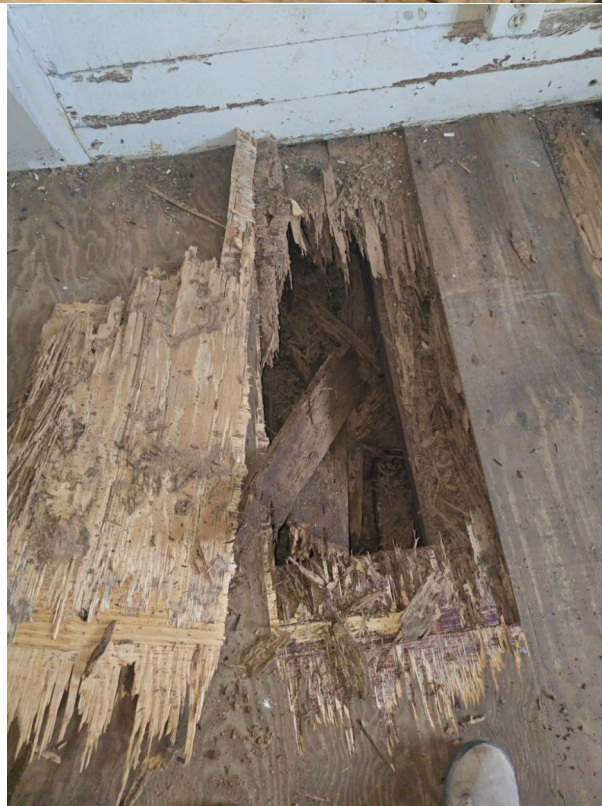




DETERIORATED FLOOR FRAMING & SHEATHING



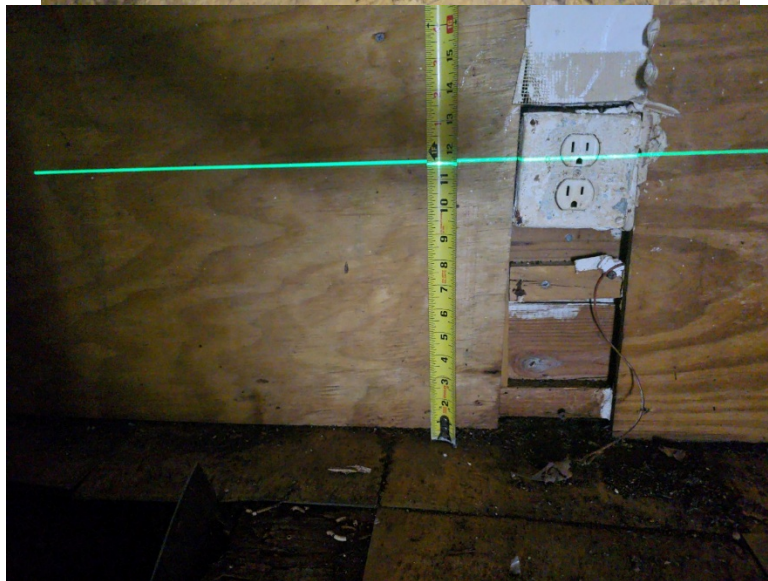
DETERIORATED WALL CONDITION (SEPARATION)



FLOOR FRAMING ON GRADE



UNLEVEL FLOOR (SUNKEN FOUNDATION & FRAMING)



UNLEVEL FLOOR (SUNKEN FOUNDATION & FRAMING)



UNLEVEL FLOOR (SUNKEN FOUNDATION & FRAMING)



UNLEVEL FLOOR (SUNKEN FOUNDATION & FRAMING)



CONDITION OF EXTERIOR SIDING



CONDITION OF EXTERIOR SIDING





FOUNDATION ELEMENTS



FOUNDATION ELEMENTS



DETERIORATED RIM JOIST



½ STORY WATER DAMAGE



1/2 STORY WATER DAMAGE



1/2 STORY WATER DAMAGE



½ STORY WATER DAMAGE













SEPARATED ROOF FRAMING

# APPLICATION

# HARC MAJOR PROJECTS CERTIFICATE OF APPROPRIATENESS



## City of Key West

1300 White Street  
Key West, Florida 33040

HARC COA #	REVISION #	INITIAL & DATE
FLOOD ZONE AE7	ZONING DISTRICT HMDR	BLDG PERMIT #

**A PRE-APPLICATION MEETING WITH HARC STAFF IS REQUIRED PRIOR TO SUBMITTAL**

<b>ADDRESS OF PROPOSED PROJECT:</b>	309 William Street	
<b>NAME ON DEED:</b>	Craig A Schmitz Trust	<b>PHONE NUMBER</b> 314-565-4148
<b>OWNER'S MAILING ADDRESS:</b>	23 Windcastle Drive	<b>EMAIL</b> craig@craigschmitz.com
	St. Charles, MO 63304	
<b>APPLICANT NAME:</b>	Sandbar Design Studio, Inc	<b>PHONE NUMBER</b> 847-903-5854
<b>APPLICANT'S ADDRESS:</b>	29183 Camellia Lane	<b>EMAIL</b> INFO@SANDBARDESIGNSTUDIO.COM
	Big Pine Key, FL 33043	
<b>APPLICANT'S SIGNATURE:</b>	<i>Erica Poole</i>	<b>DATE</b> 8/25/2025

**ANY PERSON THAT MAKES CHANGES TO AN APPROVED CERTIFICATE OF APPROPRIATENESS MUST SUBMIT A NEW APPLICATION.**

FLORIDA STATUTE 837.06: WHOEVER KNOWINGLY MAKES A FALSE STATEMENT IN WRITING AND WITH THE INTENT TO MISLEAD A PUBLIC SERVANT IN THE PERFORMANCE OF HIS OR HER OFFICIAL DUTY SHALL BE GUILTY OF A MISDEMEANOR OF THE SECOND-DEGREE PUNISHABLE PER SECTION 775.082 OR 775.083. THE APPLICANT FURTHER HEREBY ACKNOWLEDGES THAT THE SCOPE OF WORK AS DESCRIBED IN THE APPLICATION SHALL BE THE SCOPE OF WORK THAT IS CONTEMPLATED BY THE APPLICANT AND THE CITY. THE APPLICANT FURTHER STIPULATES THAT SHOULD FURTHER ACTION BE TAKEN BY THE CITY FOR EXCEEDING THE SCOPE OF THE DESCRIPTION OF WORK, AS DESCRIBED HEREIN, AND IF THERE IS CONFLICTING INFORMATION BETWEEN THE DESCRIPTION OF WORK AND THE SUBMITTED PLANS, THE AFOREMENTIONED DESCRIPTION OF WORK SHALL BE CONTROLLING.

**PROJECT INCLUDES:** REPLACEMENT OF WINDOWS\_\_\_ RELOCATION OF A STRUCTURE\_\_\_ ELEVATION OF A STRUCTURE\_\_\_  
**PROJECT INVOLVES A CONTRIBUTING STRUCTURE:** YES X NO\_\_\_ **INVOLVES A HISTORIC STRUCTURE:** YES X NO\_\_\_  
**PROJECT INVOLVES A STRUCTURE THAT IS INDIVIDUALLY LISTED ON THE NATIONAL REGISTER:** YES\_\_\_ NO X

<b>DETAILED PROJECT DESCRIPTION INCLUDING MATERIALS, HEIGHT, DIMENSIONS, SQUARE FOOTAGE, LOCATION, ETC.</b>
<b>GENERAL:</b>
DEMO OF AN EXISTING SFR, REPLACE WITH NEW SFR, POOL, FENCING, AND DRIVEWAY PER DRAWINGS
<b>MAIN BUILDING:</b>
<b>DEMOLITION (PLEASE FILL OUT AND ATTACH DEMOLITION APPENDIX):</b>
DEMO OF EXISTING SFR AND REAR SHEDS PER PLAN. SEE DEMO APPENDIX.

**APPLICATIONS MUST BE SUBMITTED IN PERSON WITH HARD COPIES BY 3PM ON THE SCHEDULED DEADLINE  
PLEASE SEND AN ELECTRONIC COPY OF ALL DOCUMENTS [CITY\\_HARC@CITYOFKEYWEST-FL.GOV](mailto:CITY_HARC@CITYOFKEYWEST-FL.GOV)**

<b>ACCESSORY STRUCTURE(S):</b>	
FUTURE POOL PER PLAN	
<b>PAVERS:</b>	<b>FENCES:</b>
	4' PICKET FENCE & 10' WIDE GATE PER PLAN
<b>DECKS:</b>	<b>PAINTING:</b>
WOOD FRAME DECKS PER PLAN, FRONT & REAR	PAINT COLOR TBD, WITH HARC APPROVAL, DURING CONSTRUCTION
<b>SITE (INCLUDING GRADING, FILL, TREES, ETC):</b>	<b>POOLS (INCLUDING EQUIPMENT):</b>
	NEW POOL PER PLAN (CONCEALED FROM STREETS)
<b>ACCESSORY EQUIPMENT (GAS, A/C, VENTS, ETC):</b>	<b>OTHER:</b>

<b>OFFICIAL USE ONLY:</b>	<b>HARC COMMISSION REVIEW</b>	<b>EXPIRES ON:</b>
MEETING DATE:	<input type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED <input type="checkbox"/> DEFERRED FOR FUTURE CONSIDERATION	INITIAL:
MEETING DATE:	<input type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED <input type="checkbox"/> DEFERRED FOR FUTURE CONSIDERATION	INITIAL:
MEETING DATE:	<input type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED <input type="checkbox"/> DEFERRED FOR FUTURE CONSIDERATION	INITIAL:
REASONS OR CONDITIONS:		
STAFF REVIEW COMMENTS:		
FIRST READING FOR DEMO:	SECOND READING FOR DEMO:	
HARC STAFF SIGNATURE AND DATE:	HARC CHAIRPERSON SIGNATURE AND DATE:	

**THIS APPLICATION MAY BE REVIEWED BY PLANNING DEPARTMENT STAFF.**

# HARC CERTIFICATE OF APPROPRIATENESS: DEMOLITION APPENDIX




## City of Key West

1300 White Street  
Key West, Florida 33040

HARC COA #	INITIAL & DATE
ZONING DISTRICT	BLDG PERMIT #

<b>ADDRESS OF PROPOSED PROJECT:</b>	309 William Street
<b>PROPERTY OWNER'S NAME:</b>	Craig A Schmitz Trust
<b>APPLICANT NAME:</b>	Sandbar Design Studio, Inc

*I hereby certify I am the owner of record and that the work shall conform to all applicable laws of this jurisdiction. By receiving a Certificate of Appropriateness, I realize that this project will require a Building Permit approval **PRIOR** to proceeding with the work outlined above and that a final inspection is required under this application. I also understand that any changes to an approved Certificate of Appropriateness must be submitted for review.*

<b>PROPERTY OWNER'S SIGNATURE</b>		8-25-25 <b>DATE AND PRINT NAME</b>
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DETAILED PROJECT DESCRIPTION OF DEMOLITION
DEMO OF EXISTING STRUCTURALLY DETERIORATED SFR & REAR SHED ADDITIONS.

CRITERIA FOR DEMOLITION OF CONTRIBUTING OR HISTORIC STRUCTURES:
<b>Before any Certificate of Appropriateness may be issued for a demolition request, the Historic Architectural Review Commission must find that the following requirements are met (please review and comment on each criterion that applies):</b>
(1) If the subject of the application is a contributing or historic building or structure, then it should not be demolished unless its condition is irrevocably compromised by extreme deterioration or it does not meet any of the following criteria:
(a) The existing condition of the building or structure is irrevocably compromised by extreme deterioration.
THE CONDITION OF THE RESIDENCE IS IRREVOCABLY COMPROMISED. DETERIORATED OR NON-EXISTENT FOUNDATION, DETERIORATED WALLS, DETERIORATED FLOOR FRAMING THROUGHOUT. REFER TO REPORT.
(2) Or explain how the building or structure meets the criteria below:
(a) Embodies no distinctive characteristics of a type, period, or method of construction of aesthetic or historic significance in the city and is not a significant and distinguishable building entity whose components may lack individual distinction.
THE STRUCTURE EMBODIES NO DISTINCTIVE CHARACTERISTS OF A TYPE, PERIOD, OR METHOD OF CONSTRUCTION OR AESTHETIC OR HISTORIC SIGNIFICANCE.

Nothing in this application is intended to alter the authority of the Building Official to condemn for demolition dangerous buildings, as provided in Section 102-218 of the Land Development Regulations and Chapter 14 of the Code of Ordinances.

(b) Is not specifically associated with events that have made a significant contribution to local, state, or national history.

THE RESIDENCE IS NOT ASSOCIATED WITH HISTORIC EVENTS.

(c) Has no significant character, interest, or value as part of the development, heritage, or cultural characteristics of the city, state or nation, and is not associated with the life of a person significant in the past.

THE RESIDENCE HAS BEEN MODIFIED THROUGHOUT THE YEARS AND DOES NOT HAVE SIGNIFICANT CHARACTER, INTEREST, OR VALUE.

(d) Is not the site of a historic event with significant effect upon society.

THE RESIDENCE IS NOT THE SITE OF A HISTORIC EVENT.

(e) Does not exemplify the cultural, political, economic, social, or historic heritage of the city.

THE RESIDENCE DOES NOT EXEMPLIFY CULTURAL, POLITICAL, ECONOMIC, SOCIAL, OR HISTORIC HERITAGE OF THE CITY.

(f) Does not portray the environment in an era of history characterized by a distinctive architectural style.

THE RESIDENCE DOES NOT PORTRAY THE ENVIRONMENT IN AN ERA OF HISTORY CHARACTERIZED BY A DISTINCTIVE STYLE.

(g) If a part of or related to a square, park, or other distinctive area, nevertheless should not be developed or preserved according to a plan based on the area's historic, cultural, natural, or architectural motif.

THE RESIDENCE IS NOT PART OF A SQUARE, PARK, OR OTHER DISTINCTIVE AREA.

(h) Does not have a unique location or singular physical characteristic which represents an established and familiar visual feature of its neighborhood or of the city, and does not exemplify the best remaining architectural type in a neighborhood.

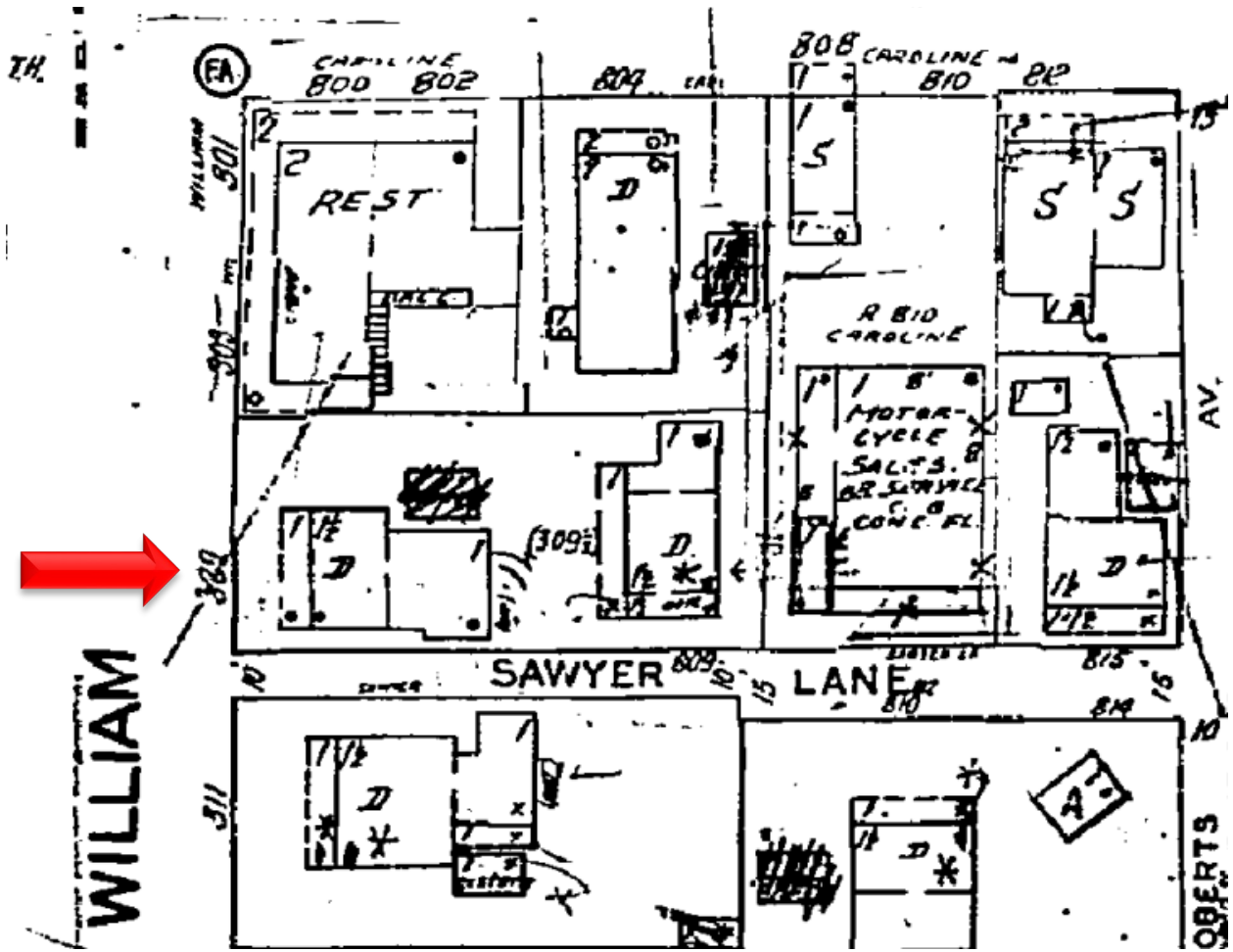
THE RESIDENCE DOES NOT HAVE A UNIQUE LOCATION OR SINGULAR PHYSICAL CHARACTERISTIC WHICH REPRESENTS AN ESTABLISHED/FAMILIAR VISUAL FEATURE OF ITS NEIGHBORHOOD. IT DOES NOT EXEMPLIFY THE BEST REMAINING ARCHITECTURAL TYPE IN A NEIGHBORHOOD.

Nothing in this application is intended to alter the authority of the Building Official to condemn for demolition dangerous buildings, as provided in Section 102-218 of the Land Development Regulations and Chapter 14 of the Code of Ordinances.

(i) Has not yielded, and is not likely to yield, information important in history,
THE RESIDENCE HAS NOT YIELDED IMPORTANT INFORMATION IN HISTORY.

CRITERIA FOR DEMOLITION OF NON-CONTRIBUTING OR NON-HISTORIC STRUCTURES:
The following criteria will also be reviewed by the Historic Architectural Review Commission for proposed demolitions. The Commission shall not issue a Certificate of Appropriateness that would result in the following conditions (please review and comment on each criterion that applies):
(1) Removing buildings or structure that are important in defining the overall historic character of a district or neighborhood so that the character is diminished.
\
(2) Removing historic buildings or structures and thus destroying the historic relationship between buildings or structures and open space.
(3) Removing an historic building or structure in a complex; or removing a building façade; or removing a significant later addition that is important in defining the historic character of a site or the surrounding district or neighborhood.
(4) Removing buildings or structures that would otherwise qualify as contributing.

# SANBORN MAPS

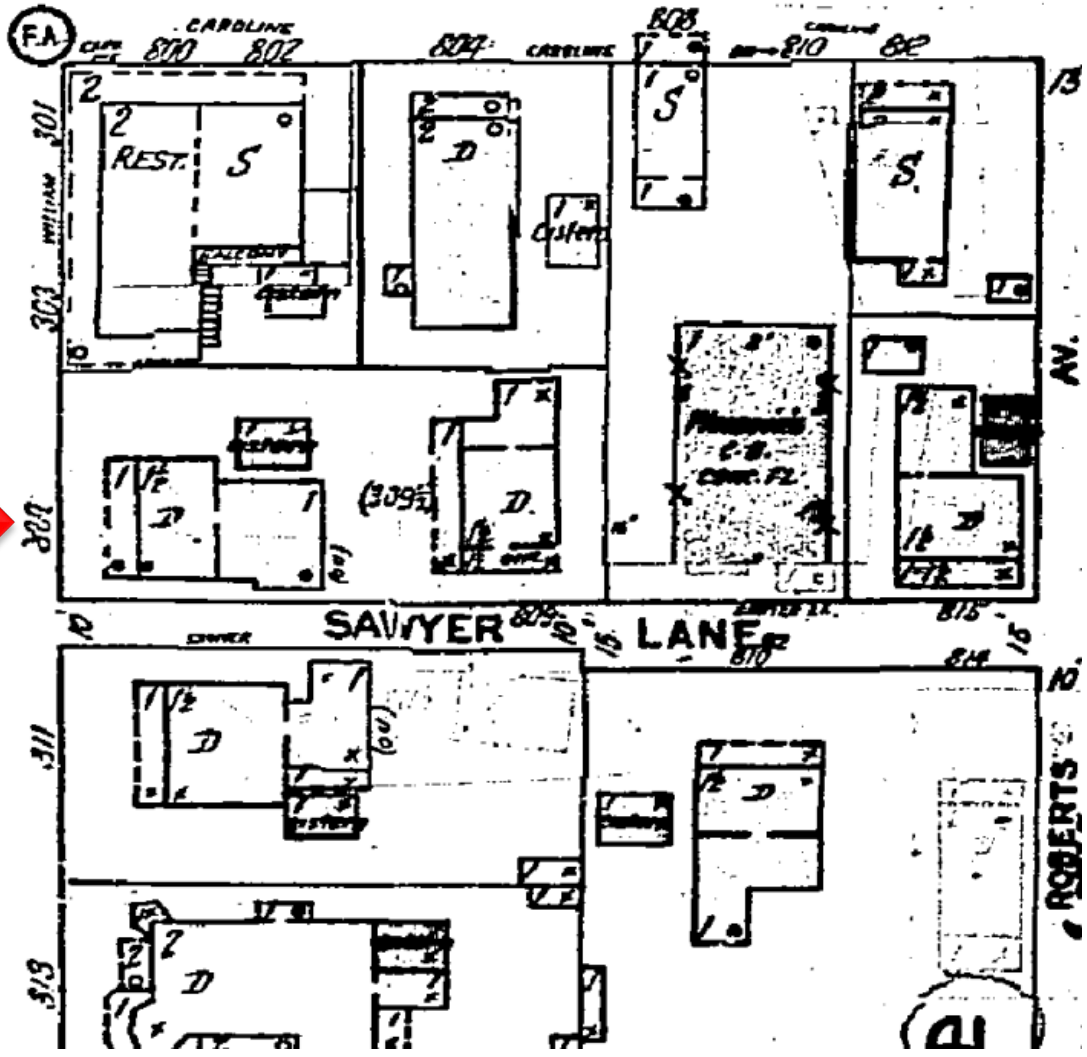


1962 Sanborn Map

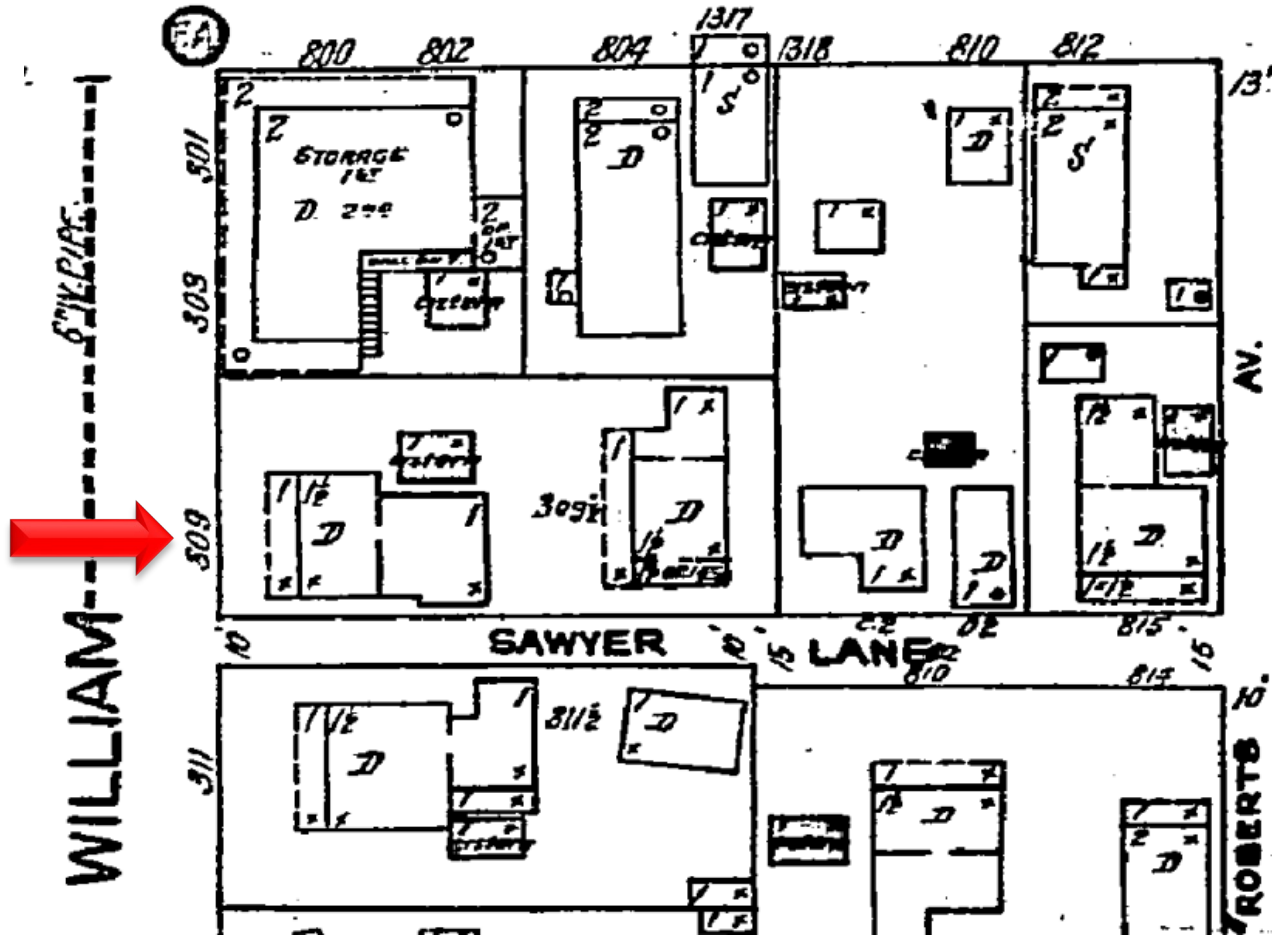
H



WILLIAM

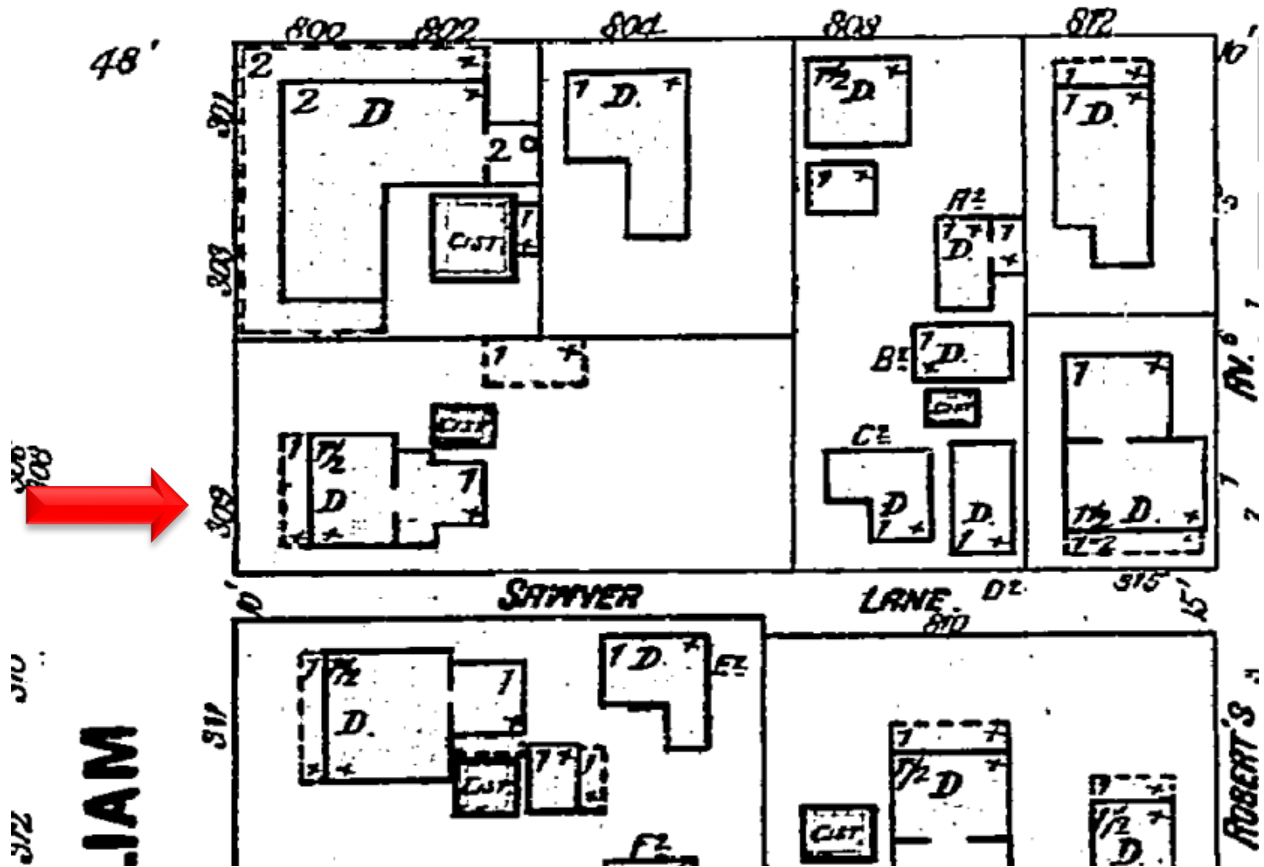


1948 Sanborn Map



1926 Sanborn Map

# CAROLINE

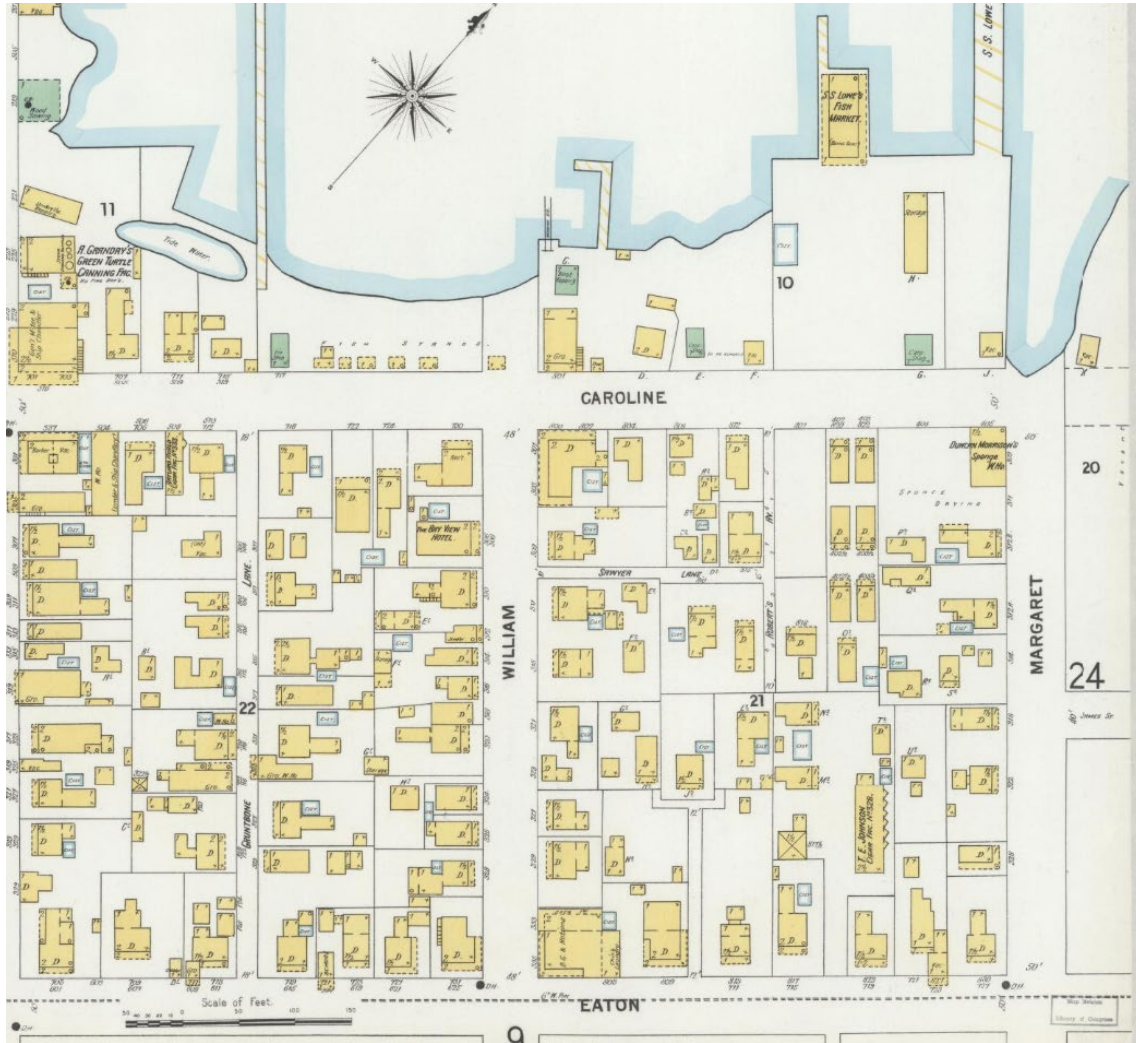


1899 Sanborn Map



# PROJECT PHOTOS

**SANBORN MAP APRIL 1899**



**PHOTOS OF RESIDENCE**































































# SURVEY

BEARING BASE:  
ALL BEARINGS ARE BASED  
ON S34°06'128"E ASSUMED  
ALONG THE CENTERLINE OF  
WILLIAM STREET .

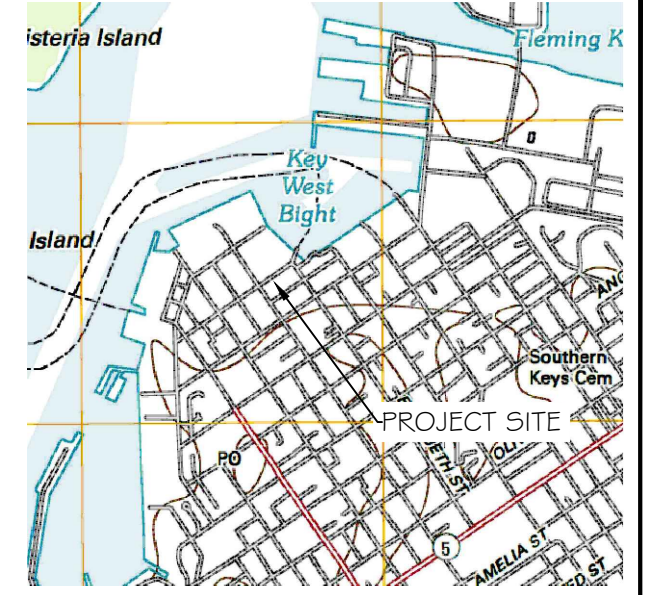
ALL ANGLES DEPICTED  
ARE 90 DEGREES UNLESS  
OTHERWISE INDICATED

ALL UNITS ARE SHOWN IN  
U.S. SURVEY FEET

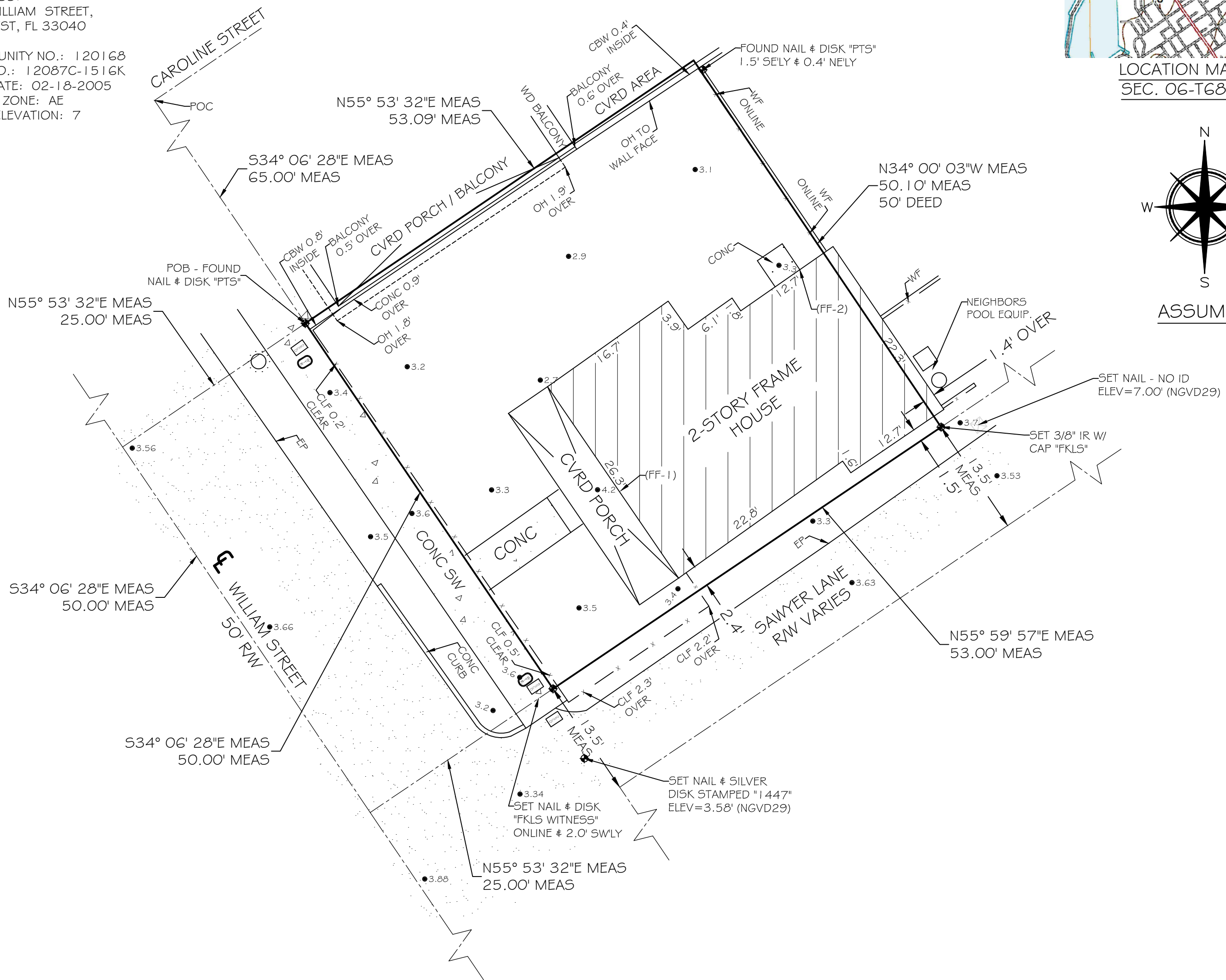
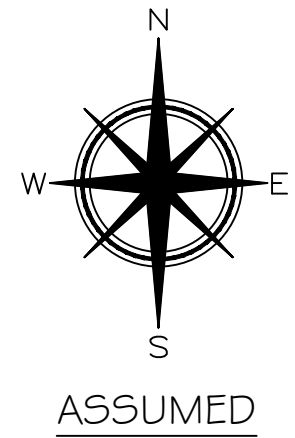
ADDRESS:  
309 WILLIAM STREET,  
KEY WEST, FL 33040

COMMUNITY NO.: 120168  
MAP NO.: 12087C-1516K  
MAP DATE: 02-18-2005  
FLOOD ZONE: AE  
BASE ELEVATION: 7

# MAP OF BOUNDARY SURVEY

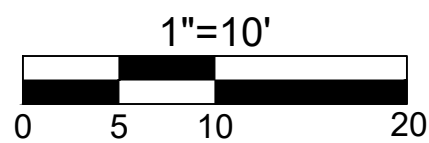


LOCATION MAP - NTS  
SEC. 06-T685-R25E



## LEGEND

- WATER METER
- SANITARY SEWER CLEAN OUT
- MAILBOX
- WOOD POWER POLE
- CONCRETE POWER POLE



TOTAL AREA = 2,654.97 SQFT ±

## SURVEYOR NOTES:

- ELEVATIONS SHOWN HEREON ARE IN FEET AND BASED ON THE NATIONAL GEODETIC VERTICAL DATUM OF 1929 (NGVD 1929), AND ARE CERTIFIED TO AN ACCURACY OF +/- 0.10'.
- BENCHMARK DESCRIPTION: NATIONAL GEODETIC SURVEY BENCHMARK "D 121" (P.I.D. AA0020), ELEVATION= 3.91' (NGVD 1929).
- THE FINISH FLOOR ELEVATION (FF) WAS TAKEN AT AN EXTERIOR DOOR THRESHOLD, NO INTERIOR FLOOR ELEVATIONS WERE VERIFIED. (FF-1)=4.3' (NGVD 1929) (FF-2)=3.6' (NGVD 1929)
- THIS SURVEY WAS PERFORMED FOR THE SOLE AND EXCLUSIVE BENEFIT OF THE PARTIES LISTED HEREIN AND SHALL NOT BE RELIED UPON BY ANY OTHER ENTITY OR INDIVIDUAL WHOMSOEVER. LIKEWISE, ANY REUSE OF THIS SURVEY FOR ANY PURPOSE OTHER THAN WHICH WAS ORIGINALLY INTENDED, WITHOUT THE WRITTEN PERMISSION OF THE UNDERSIGNED SURVEYOR & MAPPER WILL BE DONE SO AT THE RISK OF THE REUSING PARTY AND WITHOUT ANY LIABILITY TO THE UNDERSIGNED SURVEYOR & MAPPER.
- THIS SURVEY DOES NOT PURPORT TO SHOW OWNERSHIP OF WALLS OR FENCES ALONG PROPERTY LINES.

CERTIFIED TO -

CRAIG SCHMITZ;

NOTE: FOUNDATIONS BENEATH THE SURFACE ARE NOT SHOWN. MEASURED DIMENSIONS EQUAL PLATTED OR DESCRIBED DIMENSIONS UNLESS INDICATED OTHERWISE. THE FOLLOWING IS A LIST OF ABBREVIATIONS THAT MAY BE FOUND ON THIS SHEET.

BFP = BACK-FLOW PREVENTER	GUW = GUY WIRE	POC = POINT OF COMMENCEMENT
BO = BLOW OUT	HB = HOSE BIB	PRC = POINT OF REVERSE CURVE
C 4 G = 2" CONCRETE CURB & GUTTER	IP = IRON PIPE	PRM = PERMANENT REFERENCE MONUMENT
CB = CONCRETE BLOCK	IR = IRON ROD	PT = POINT OF TANGENT
CBW = CONCRETE BLOCK WALL	L = ARC LENGTH	R = RADIUS
CL = CENTERLINE	LS = LANDSCAPING	RW = RIGHT OF WAY LINE
CLP = CHAINLINK FENCE	MB = MAILBOX	SSCO = SANITARY SEWER CLEAN-OUT
CM = CONCRETE MONUMENT	MEAS = MEASURED	SW = SIDE WALK
CONC = CONCRETE	MF = METAL FENCE	TBM = TEMPORARY BENCHMARK
CPP = CONCRETE POWER POLE	MHWL = MEAN HIGH WATER LINE	TOB = TOP OF BANK
CVRD = COVERED	NGVD = NATIONAL GEODETIC VERTICAL DATUM (1929)	TOS = TOE OF SLOPE
DEASE = DRAINAGE EASEMENT	NTS = NOT TO SCALE	TS = TRAFFIC SIGN
EL = ELEVATION	OH = ROOF OVERHANG	TYP = TYPICAL
ENCL = ENCLOSURE	OHV = OVERHEAD WIRES	UR = UNREADABLE
EP = EDGE OF PAVEMENT	PC = POINT OF CURVE	UE = UTILITY EASEMENT
FF = FINISHED FLOOR ELEVATION	PM = PARKING METER	WD = WOOD DECK
FI = FIRE HYDRANT	PCC = POINT OF COMPOUND CURVE	WF = WOOD FENCE
FI = FENCE INSIDE	PCP = PERMANENT CONTROL POINT	WL = WOOD LANDING
FND = FOUND	PK = PARKER KALON NAIL	WM = WATER METER
FO = FENCE OUTSIDE	POB = POINT OF BEGINNING	WPP = WOOD POWER POLE
FOL = FENCE ON LINE	PI = POINT OF INTERSECTION	WRACK LINE = LINE OF DEBRIS ON SHORE
		WV = WATER VALVE

## LEGAL DESCRIPTION -

On the Island of Key West, Monroe County, Florida, and known on William A. Whitehead's map delineated in February 1829, as Part Lot Three (3), Square, Twenty-one (21), more particularly described by metes and bounds as follows:

Situate on the Northeasterly side of William Street beginning at a point on William Street Sixty-Five (65) feet from the point where the Southeasterly line of Caroline Street intersects said William Street; thence running Southeasterly along William Street Fifty (50) feet; thence Northeasterly at right angles with said William Street Fifty-Three (53) feet; thence Northwesterly and parallel with William Street Fifty (50) feet; thence Southwesterly and parallel with Caroline Street Fifty-Three (53) feet to the point of beginning on William Street.

SCALE: 1"=10'  
FIELD WORK DATE: 01/29/2025  
MAP DATE: 02/07/2025  
REVISION DATE: XXXX/XXXX  
SHEET: 1 OF 1  
DRAWN BY: IDG  
JOB NO.: 25-013

I HEREBY CERTIFY THAT THIS SURVEY WAS MADE UNDER MY RESPONSIBLE CHARGE AND MEETS THE STANDARDS OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES AND COMPLIES WITH CHAPTER 177, FLORIDA STATUTES.

NOT VALID WITHOUT THE SIGNATURE AND THE RAISED SEAL OF A FLORIDA SURVEYOR AND MAPPER.

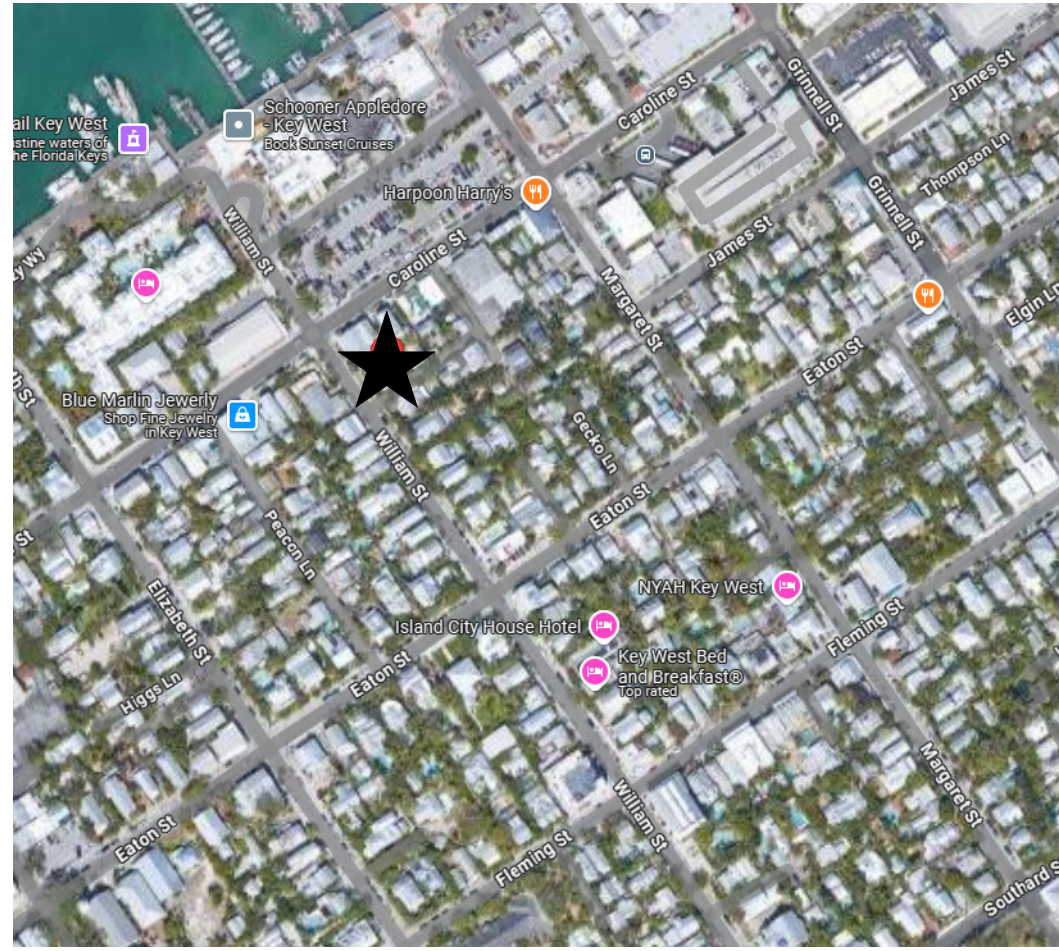
SIGNED: ERIC A. ISAACS, P.S.M. #6783, PROFESSIONAL SURVEYOR AND MAPPER, LB# 7847



**FLORIDA KEYS  
LAND SURVEYING**  
21460 OVERSEAS HWY, SUITE 4  
CUDJOE KEY, FL 33042  
PHONE: (305) 394-3690  
FAX: (305) 509-7373  
EMAIL: FKL5email@gmail.com

# PROPOSED DESIGN

# LOCATION MAP



# BUILDING DATA

SCHMITZ CRAIG A TRUST 02/04/2016  
23 WINDCASTLE DR  
SAINT CHARLES MO 63304

**CONTRACTOR GENERAL NOTES:**

- ALL WORK TO BE IN ACCORDANCE WITH APPLICABLE CODES.
- WORKMANSHIP TO MEET OR EXCEED ACCEPTED STANDARDS OF RESPECTIVE TRADES.
- VERIFY ALL DIMENSIONS, ELEVATIONS, AND FIELD CONDITIONS BEFORE START OF CONSTRUCTION. NOTIFY ARCHITECT IF ANY CONFLICTS EXIST PRIOR TO COMMENCEMENT OF WORK.
- FOR ANY TYPE I OR TYPE II CONSTRUCTION PROJECTS FIRE RETARDANT TREATED WOOD (EXTERIOR OR INTERIOR GRADE) MUST BE USED IN ALL WOOD CONSTRUCTION MATERIALS.
- FOR ALL WALL SYSTEMS WITH EIFS USE EXTERIOR GRADE GLASS MATT SHEATHING OR CEMENTITIOUS BOARD ONLY.

FIRE EXTINGUISHERS WILL BE PROVIDED AS REQUIRED BY AUTHORITY HAVING JURISDICTION OR AS DIRECTED BY THE LOCAL FIRE DEPARTMENT.

WALL R-VALUE (CONTINUOUS) = 6  
WALL R-VALUE (CAVITY) = 13  
ROOF R-VALUE = 39

CONTRACTOR TO PROVIDE ESR REPORTS FOR CLOSED-CELL SPRAY FOAM SELECTED FOR REVIEW BY DESIGN PROFESSIONAL.

**SITE DATA:**  
ZONING IS - IMPROVED SUBDIVISION

**LEGAL DESCRIPTION:**  
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RE #: 00003170-000000

SEC/TWP/RNG: 06/68/25

MAX BUILDING HEIGHT = 30' FROM COR OR LAG, WHICHEVER IS LOWER.

OCCUPANCY: R3  
TYPE OF CONSTRUCTION: VB

FLOOD DESIGN CRITERIA: ASCE12-24

COMMUNITY NUMBER: 120168  
MAP NUMBER: 12087C-1516K  
MAP DATE: 02-18-2005  
FLOOD ZONE: AE 7  
DESIGN FLOOD ELEVATION: AE 8

**SCOPE OF WORK:**

NEW RESIDENCE, POOL, PICKET FENCE, PICKET GATE, AND DRIVEWAY PER PLAN

# GENERAL NOTES

1. THESE PLANS ARE FOR THE CONSTRUCTION OF THE BUILDING AT THE LOCATION SO DESIGNATED HERE IN.
2. NO CHANGES IN THE PLANS SHALL BE MADE WITHOUT PRIOR APPROVAL OF THE DESIGN PROFESSIONAL.
3. THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND CONDITIONS OF THE JOB SITE AND REPORT ANY DISCREPANCIES OR UNSATISFACTORY CONDITIONS TO THE ARCHITECT BEFORE PROCEEDING WITH THE WORK.
4. THE CONTRACTOR SHALL PROVIDE FOR THE SAFETY, PREVENTION OF INJURY, OR LOSS AT THE JOB SITE TO ALL PERSONS EMPLOYED TO DO WORK, PERSONS VISITING THE SITE AND THE GENERAL PUBLIC. CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR THE PREVENTION OF DAMAGE TO MATERIALS OR EQUIPMENT AND OTHER PROPERTY AT THE SITE OR ADJACENT THERETO.
5. THE CONTRACTOR SHALL DO ALL THE WORK IN STRICT CONFORMANCE TO THE PLAN, 2023 FLORIDA BUILDING CODE, 8TH EDITION; LOCAL CODES AND ORDINANCES; MANUFACTURING'S RECOMMENDATIONS AND ACCEPTABLE TRADE PRACTICES. THE MOST STRINGENT REQUIREMENTS SHALL GOVERN WHEN CONDITIONS CONFLICT, HOWEVER THE ARCHITECT SHALL BE NOTIFIED OF ALL CONFLICTS.
6. SHOP DRAWINGS OF ALL PREFABRICATED STRUCTURAL SYSTEMS SHALL HAVE THE SEAL OF A REGISTERED FLORIDA ENGINEER AS REQUIRED BY BUILDING CODE AND SHALL BE SUBMITTED TO THE ARCHITECT/ENGINEER BY THE CONTRACTOR FOR REVIEW PRIOR TO CONSTRUCTION.
7. CONTRACTOR SHALL NOT SCALE DRAWINGS. ANY INFORMATION THAT HE CANNOT OBTAIN FROM DIMENSIONS, DETAILS, OR SCHEDULES, HE SHALL NOTIFY THE ARCHITECT.
8. CONTRACTOR SHALL CHECK AND COORDINATE WORK OF VARIOUS TRADES TO PREVENT CONFLICTS.
9. CONTRACTOR SHALL FURNISH SUBCONTRACTORS WITH A COMPLETE SET OF PLANS.
10. PLUMBING AND A/C SHALL CONFORM TO THE STATE OF FLORIDA ENERGY CODE.
11. ALL ELECTRICAL WORK SHALL CONFORM TO THE NATIONAL ELECTRIC CODE AND FLORIDA BUILDING CODE.
12. PORTABLE REST ROOM FACILITIES SHALL BE PROVIDED AT SITE BY CONTRACTOR.
13. COMPLETE HOT AND COLD WATER SYSTEMS, VENTS, WASTE AND DRAIN SYSTEMS TO SEPTIC TO CODE, SHALL BE FURNISHED.
14. PROVIDE PLASTIC SLEEVES IN MASONRY, PARTITIONS, FOUNDATIONS, ETC., AS REQUIRED FOR UTILITY SERVICE.
15. ALL BOLTS, CLIPS, HANGERS, ETC., SHALL BE GALVANIZED OR STAINLESS.
16. NO PIPES, CONDUITS OR JUNCTION BOXES ARE TO BE PLACED IN SLABS OR COLUMNS, UNLESS SPECIFICALLY SHOWN ON STRUCTURAL DRAWINGS.
17. CONTRACTOR IS RESPONSIBLE FOR THE PROPER REMOVAL OF ALL DEBRIS.
18. ALL ELEVATIONS ARE MEASURED FROM NGVD 1929.

# SYMBOLS

	ROOM IDENTIFICATION TAG	ROOM NAME ROOM NUMBER
	ELEVATION TAG	ELEVATION NUMBER SHEET NUMBER
	DETAIL TAG	DETAIL NUMBER SHEET NUMBER
	INTERIOR ELEVATION TAG	ELEVATION NUMBER SHEET NUMBER
	SECTION TAG	SECTIONNUMBER SHEET NUMBER
	DOOR TAG. REFER TO DOOR SCHEDULE	
	WINDOW TAG. REFER TO WINDOW SCHEDULE	
	WALL TAG. REFER TO WALL TYPES.	
	BREAK LINE	
	GRAPHIC SCALE	
	NORTH ARROW	
	DRAWING TITLE	DETAIL NUMBER SHEET NUMBER TITLE SCALE

# CODE INFORMATION

BUILDING CODE  
MECHANICAL CODE:  
PLUMBING CODE  
ELECTRICAL CODE:  
FUEL GAS CODE  
ENERGY CODE:  
STANDARD LOAD DESIGN CRITERIA

2023 FLORIDA BUILDING CODE, 8TH EDITION  
2023 FLORIDA MECHANICAL CODE  
2023 FLORIDA PLUMBING CODE  
2020 NATIONAL ELECTRIC CODE (NEC) NFPA  
2023 FLORIDA FUEL GAS CODE  
2023 FLORIDA ENERGY CONSERVATION CODE  
ASCE 7-22

LOCAL BUILDING REQUIREMENTS:  
FEMA REQUIREMENTS:  
DESIGN FLOOD ELEVATION:  
CURRENT ZONING  
MAX BUILDING HEIGHT:  
USE GROUP:

CITY OF KEY WEST CODES AND ORDINANCES  
FLOOD ZONE: AE7 NGVD 1929  
FLOOD ZONE: AE8 NGVD 1929  
HMDR  
30' FROM COR/LAG  
R3

# ABBREVIATIONS

AFF	ABOVE FINISHED FLOOR
AHU	AIR HANDLING UNIT
A/V	AUDIO VISUAL
BO	BOTTOM OF
CL	CENTERLINE
CLG	CEILING
CMU	CONCRETE MASONRY UNIT
CO	CLEAN OUT
CONC	CONCRETE
D	DRYER
DIA	DIAMETER
DTLS	DETAILS
DW	DISHWASHER
E	ELECTRICAL METER
FBC	FLORIDA BUILDING CODE
FEC	FIRE EXTINGUISHER CABINET
GA	GAUGE
GAL	GALLON
GFI	GROUND FLOOR IMPACT
GWB	GYPSUM WALL BOARD
HB	HOSE BIB
HVAC	HEATING, VENTILATION, & AIR CONDITIONING
LHM	LOWEST HORIZONTAL MEMBER
MAX	MAXIMUM
MEP	MECHANICAL, ELECTRICAL, PLUMBING
MIN	MINIMUM
NIC	NOT IN CONTRACT
NTS	NOT TO SCALE
O.C.	ON CENTER
PSI	POUNDS PER SQUARE INCH
PT	PRESSURE TREATED
RCP	REFLECTED CEILING PLAN
RE	REFERENCE
REF	REFRIGERATOR
REQ'D	REQUIRED
RO	ROUGH OPENING
STL	STEEL
THK	THICK
TO	TOP OF
TOP	TOP OF PILE
TOW	TOP OF WALL
TYP	TYPICAL
U.N.O.	UNLESS OTHERWISE NOTES
VTR	VENT TO ROOF
W	WASHER
WC	WATER CLOSET
WD	WOOD
W/D	WASHER/DRYER
WP	WATERPROOF
WH	WATER HEATER

# DRAWING INDEX

A 0	COVER SHEET
A 1	STREET ELEVATIONS
A 2	SITE PLAN
A 3	FIRST FLOOR PLANS
A 4	SECOND FLOOR PLAN
A 5	ROOF PLANS
A 6	ELEVATIONS
A 7	ELEVATIONS

DATE: 2025.07.21  
REV. SET DESCRIPTION: HARC SUBMITTAL SET

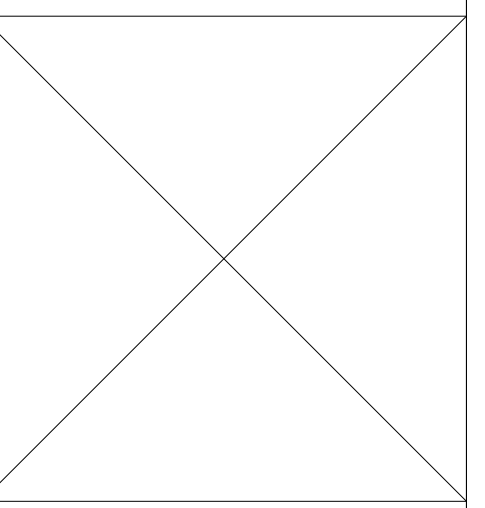
**Single Family Residence**  
309 William Street  
Key West, FL 33040

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COVER SHEET  
SHEET TITLE  
**A 0**

PROJECT NO: SCH2025  
DRAWN BY: Author  
APPROVED BY: Checker



1  
A 1  
3DA

**HARC NOTES:**

- EXTERIOR SIDING TO BE HARDI BOARD.
- ROOFING TO BE 5V CRIMP, MILL FINISH.
- EXTERIOR SOFFITS TO BE HARDI BOARD.
- EXTERIOR WINDOW/DOOR TRIM TO BE 1X4 HARDI.
- EXTERIOR FASCIA TO BE HARDI.
- ROOFING DRIP EDGE TO MATCH FINISH OF METAL ROOF.
- GUTTERS, IF PROVIDED, TO MATCH FINISH OF DRIP EDGE & ROOFING.
- EXTERIOR WINDOWS TO HAVE MUNTIN PATTERN APPROVED BY CITY OF KEY WEST HARC STAFF.
- CONTRACTOR TO RECEIVE APPROVAL FOR FINAL PAINT COLOR SELECTIONS.
- EXTERIOR SHUTTERS TO BE WOOD, PTD. AS APPROVED BY CITY OF KEY WEST HARC STAFF.

CAROLINE STREET

800 CAROLINE STREET

309 WILLIAM STREET

311 WILLIAM STREET

313 WILLIAM STREET

315 WILLIAM STREET

317 WILLIAM STREET

SAWYERS LANE



5 STREET ELEVATION - PROPOSED

A 1 3/32" = 1'-0"

CAROLINE STREET

800 CAROLINE STREET

309 WILLIAM STREET

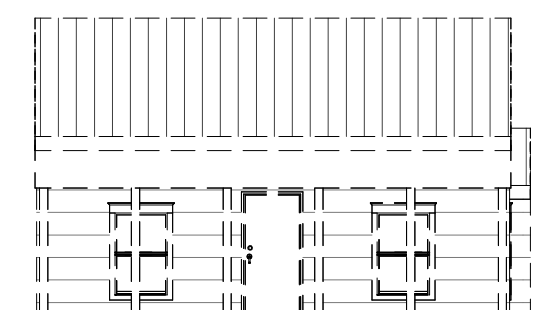
311 WILLIAM STREET

313 WILLIAM STREET

315 WILLIAM STREET

317 WILLIAM STREET

SAWYERS LANE



4 STREET ELEVATION - EXISTING/DEMO

A 1 3/32" = 1'-0"

DATE: REV. SET DESCRIPTION  
2025.07.21 HARC SUBMITTAL SET

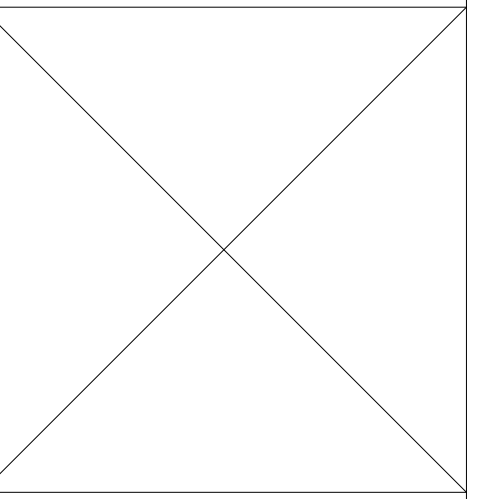
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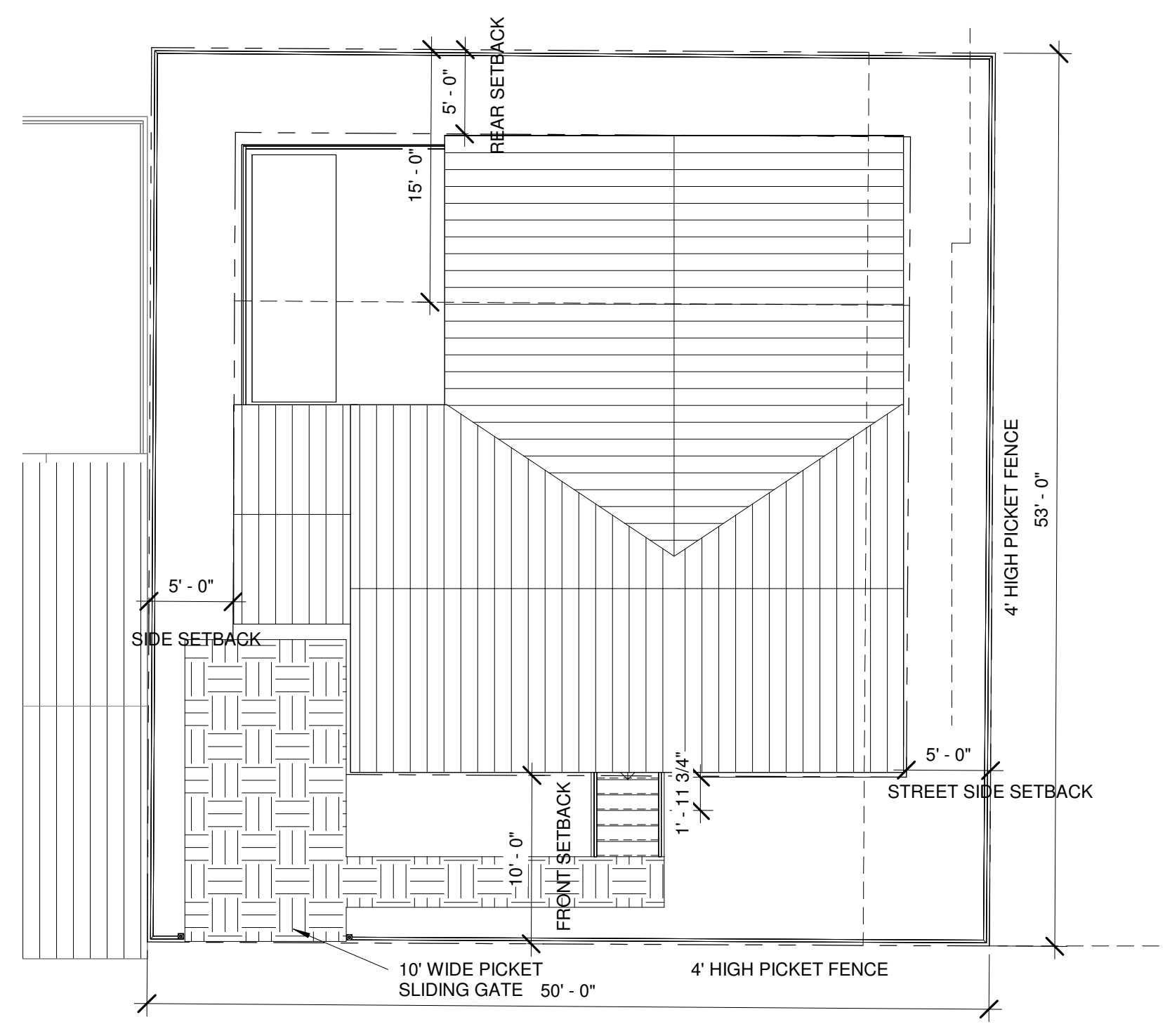
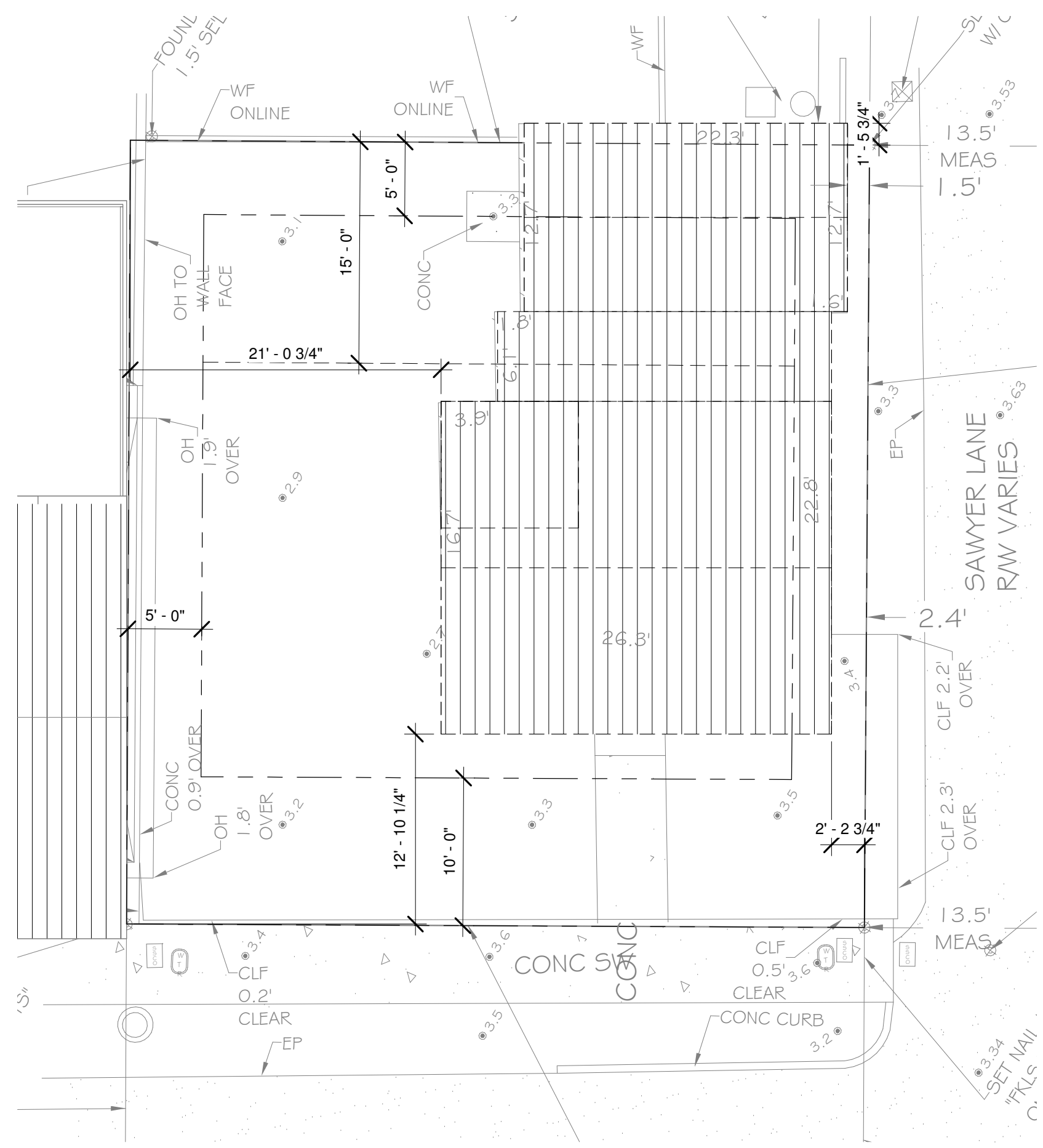


STREET ELEVATIONS

SHEET TITLE

A 1

PROJECT NO: SCH2025 DRAWN BY: Author  
APPROVED BY: Checker



1 SITE PLAN - EXISTING/DEMO  
1/8" = 1'-0"

2 SITE PLAN - PROPOSED  
1/8" = 1'-0"

SITE DATA TABLE				
	CODE REQUIREMENT	EXISTING SITE	PROPOSED	VARIANCE REQUEST
Zoning	HMDR	HMDR	HMDR	N/A
Flood Zone	AE-7	AE-7	AE-7	N/A
Size of Site	2,655	2,650	2,650	N/A
Minimum Lot Size	4,000	2,650	2,650	N/A
Height	30'-0"	16'-3.25"	24'-10"	N/A
Front Setback	10'-0"	12'-10.25"	10'-0"	FOR STAIRS (1'-11.75", 4' WIDE)
Side Setback A	5'-0"	6.8'	5'-0"	N/A
Street Side Setback	7'-6"	2'-2.75"	5'-0"	YES (2.5')
Rear Setback	15'-0"	NEG. 1.6'	5'-0"	YES (10')
Density	1 DU/ACRE	N/A	N/A	N/A
Building Coverage	40%	38%	52%	YES (12% OR 306.5 SF)
Impervious Surface	60%	40%	11%	N/A
Open Space	35%	60%	37%	N/A
<b>Breakdowns (SF)</b>				
Lot Area	2,655			
<b>Existing Coverages</b>		<b>EXISTING</b>		
Impervious Surface	1,069.06		Front Walkway	60.06
Impervious Surface (%)	40%		Existing House	1009.00
Building Coverage	1009.00			
Building Coverage (%)	38%			
Open Space	1,585.94			
Open Space (%)	60%			
<b>Proposed Developments</b>		<b>PROPOSED</b>		
Impervious Surface	301.00		SFR	1040.00
Impervious Surface (%)	11%		Front Porch	127.50
Building Coverage	1,368.50		Pool	72.00
Building Coverage (%)	52%		Pool Deck	129.00
Open Space	985.50		Driveway & Path	229.00
Open Space (%)	37%			

DATE: 2025.07.21	REV. SET DESCRIPTION: HARC SUBMITTAL SET
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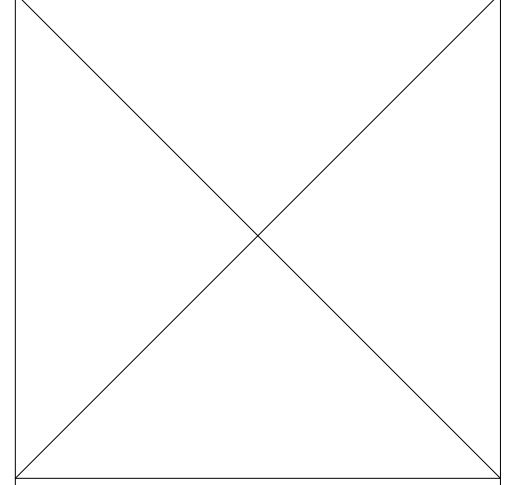
**Single Family Residence**  
309 William Street  
Key West, FL 33040

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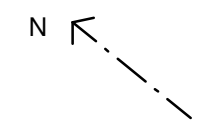
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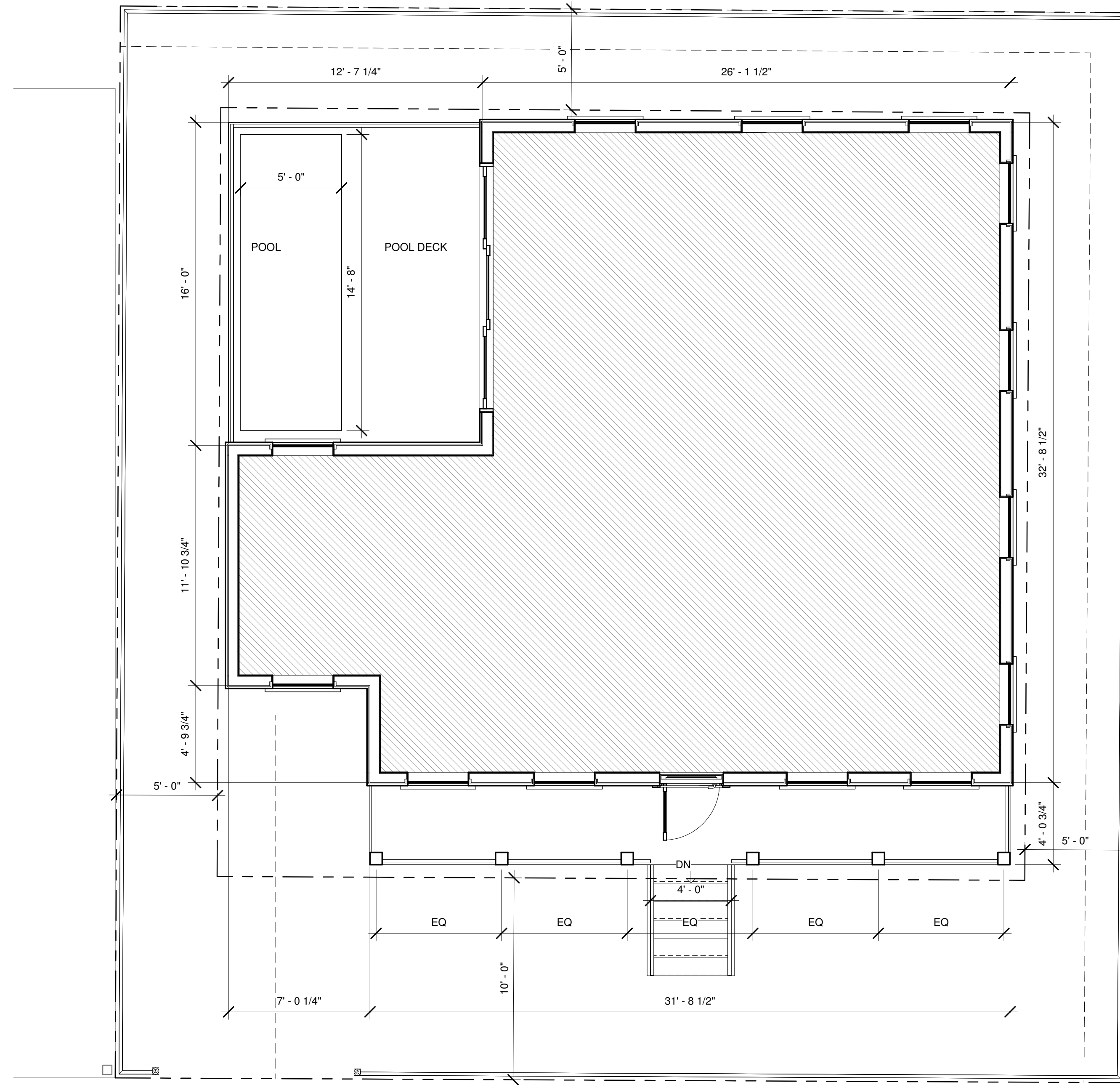
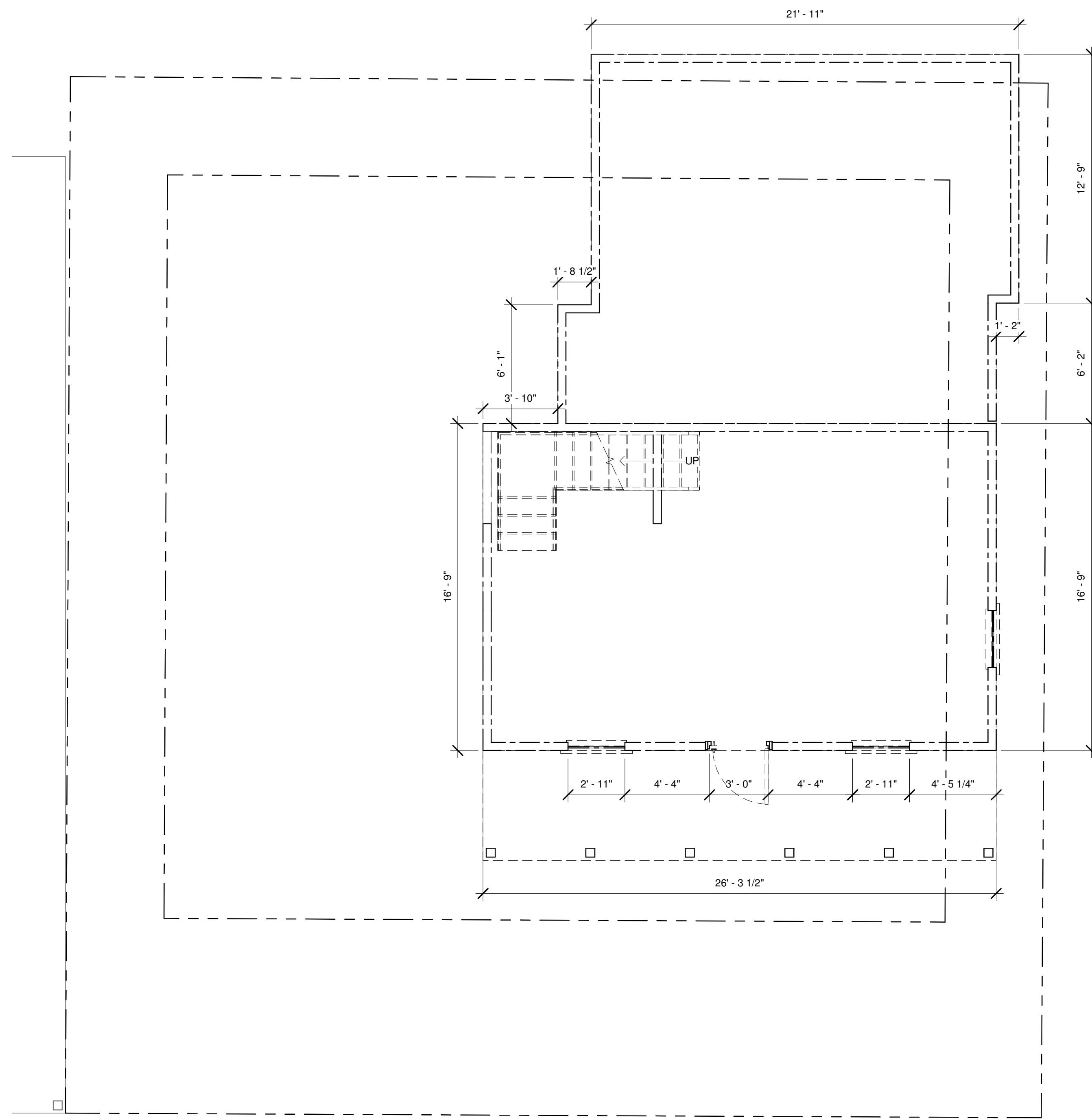
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#AR98525



SITE PLAN  
SHEET TITLE  
**A 2**

PROJECT NO: SCH2025 DRAWN BY: EHP APPROVED BY: EHP





1  
A 3  
EXISTING/DEMO 1ST FLOOR  
1/4" = 1'-0"

2  
A 3  
PROPOSED 1ST FLOOR  
1/4" = 1'-0"

DATE: 2025.07.21  
REV. SET DESCRIPTION: HARC SUBMITTAL SET

**Single Family Residence**  
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Key West, FL 33040

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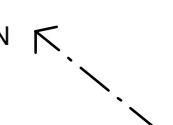


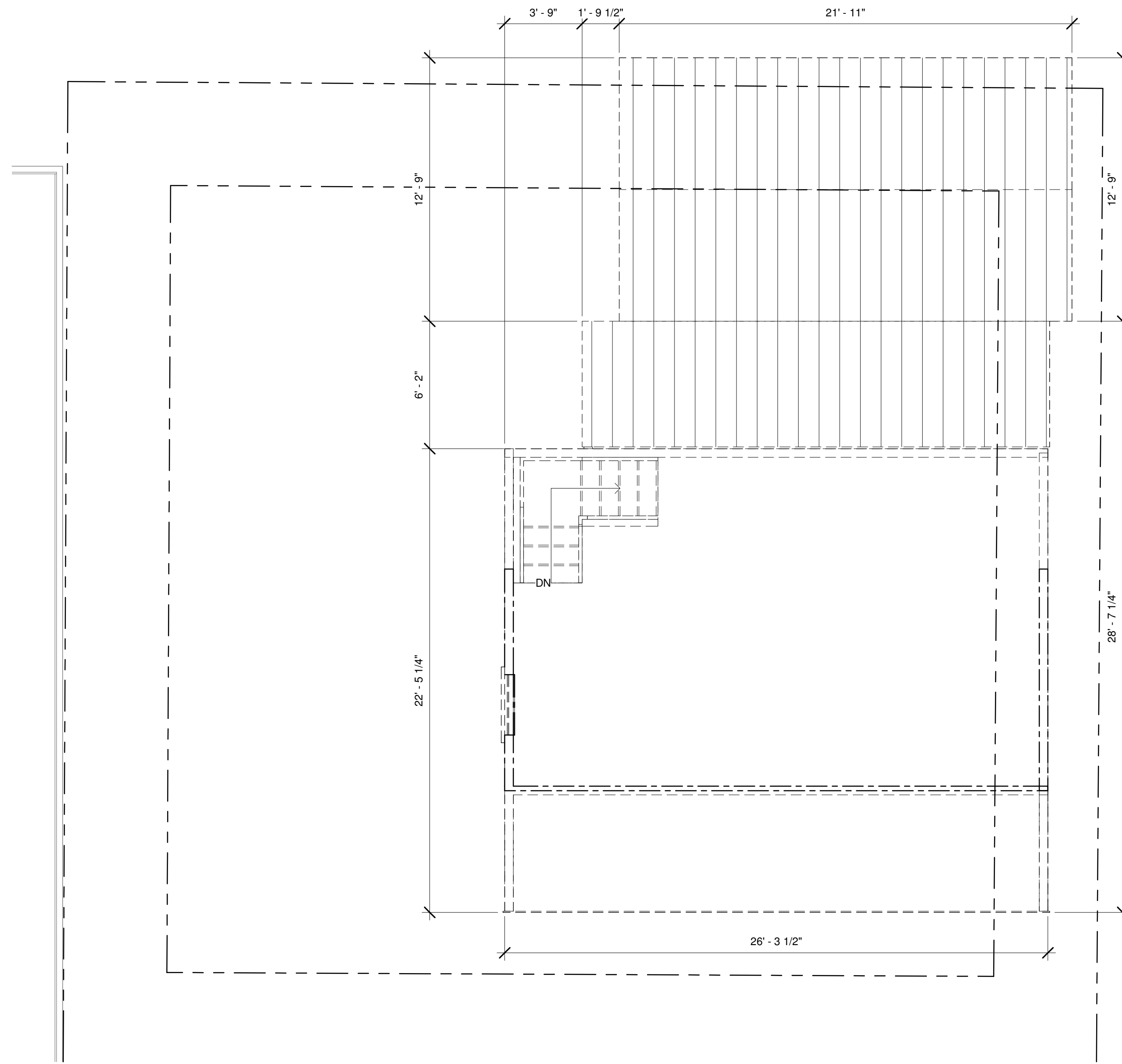
FIRST FLOOR PLANS

SHEET TITLE

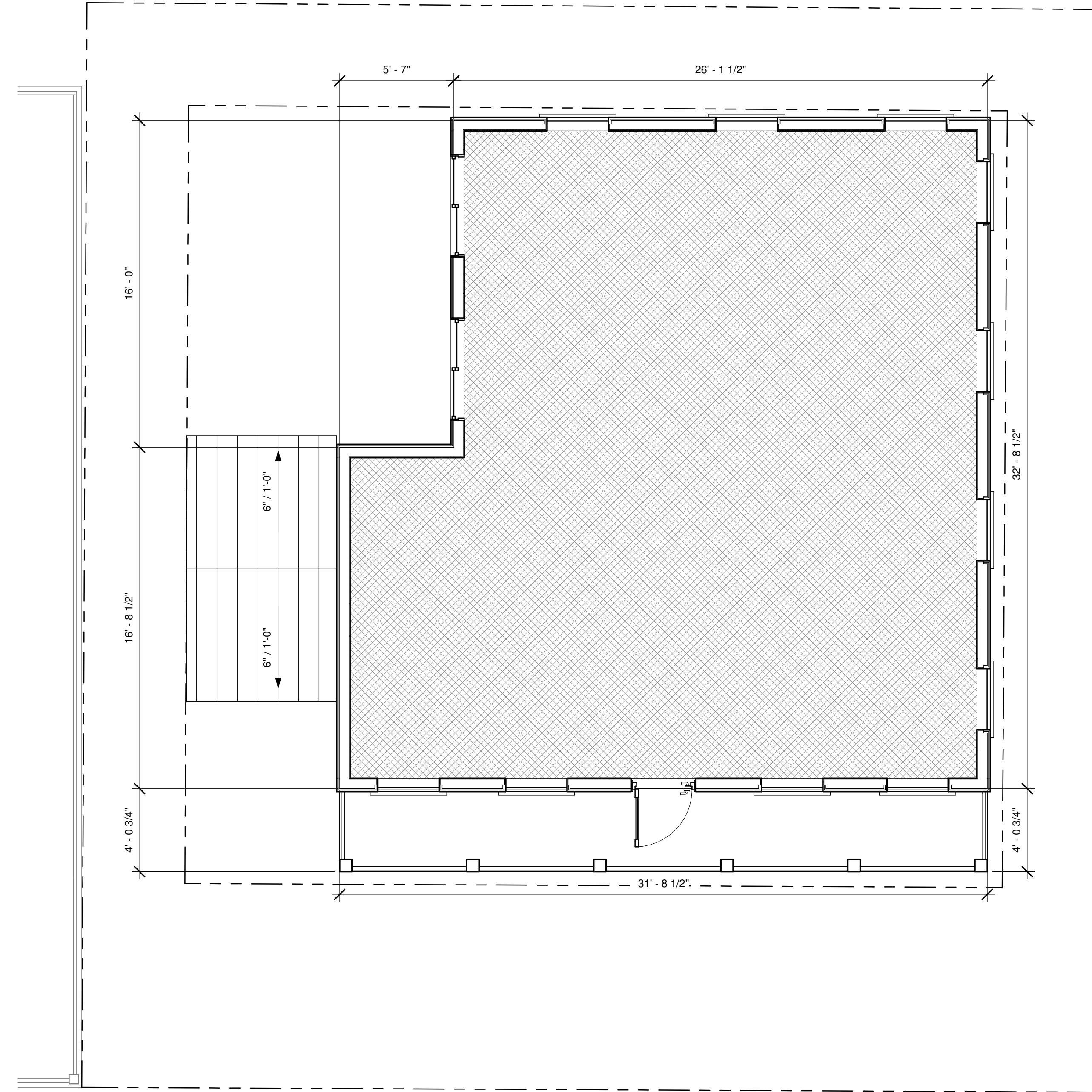
A 3

PROJECT NO: SCH2025  
DRAWN BY: EHP  
APPROVED BY: EHP





1 EXISTING/DEMO 2ND FLOOR  
A 4 1/4" = 1'-0"



2 PROPOSED 2ND FLOOR  
A 4 1/4" = 1'-0"

DATE	REV.	SET DESCRIPTION
2025.07.21		HARC SUBMITTAL SET

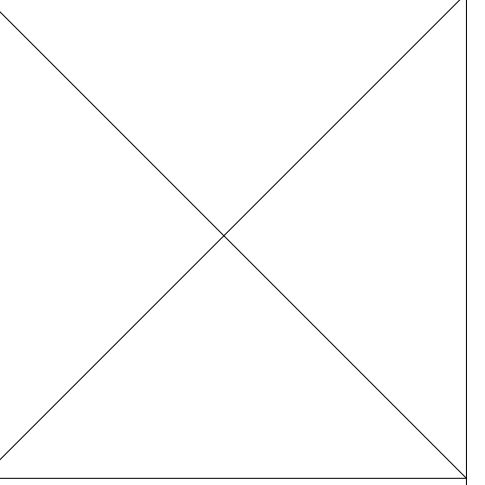
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Key West, FL 33040

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SECOND FLOOR PLAN

SHEET TITLE

**A 4**

PROJECT NO: SCH2025  
DRAWN BY: Author  
APPROVED BY: Checker

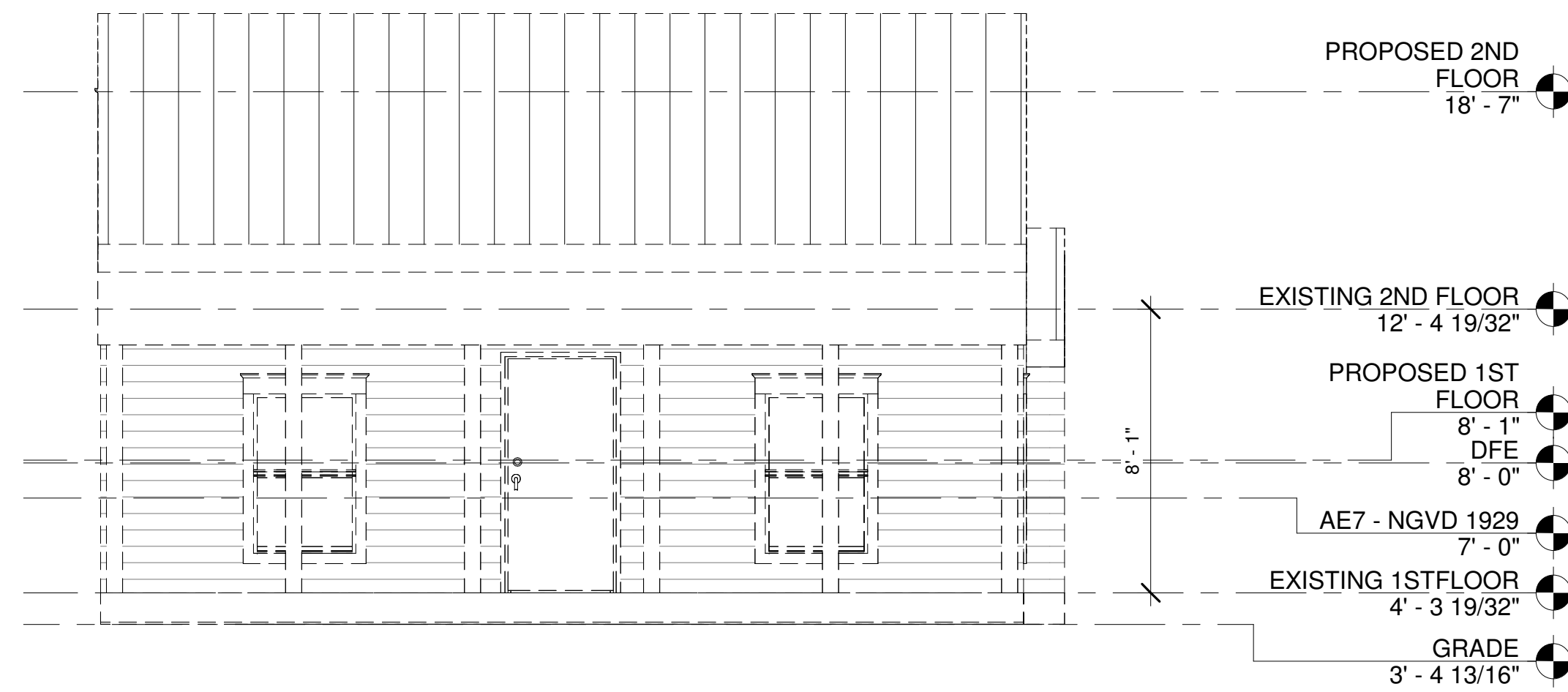




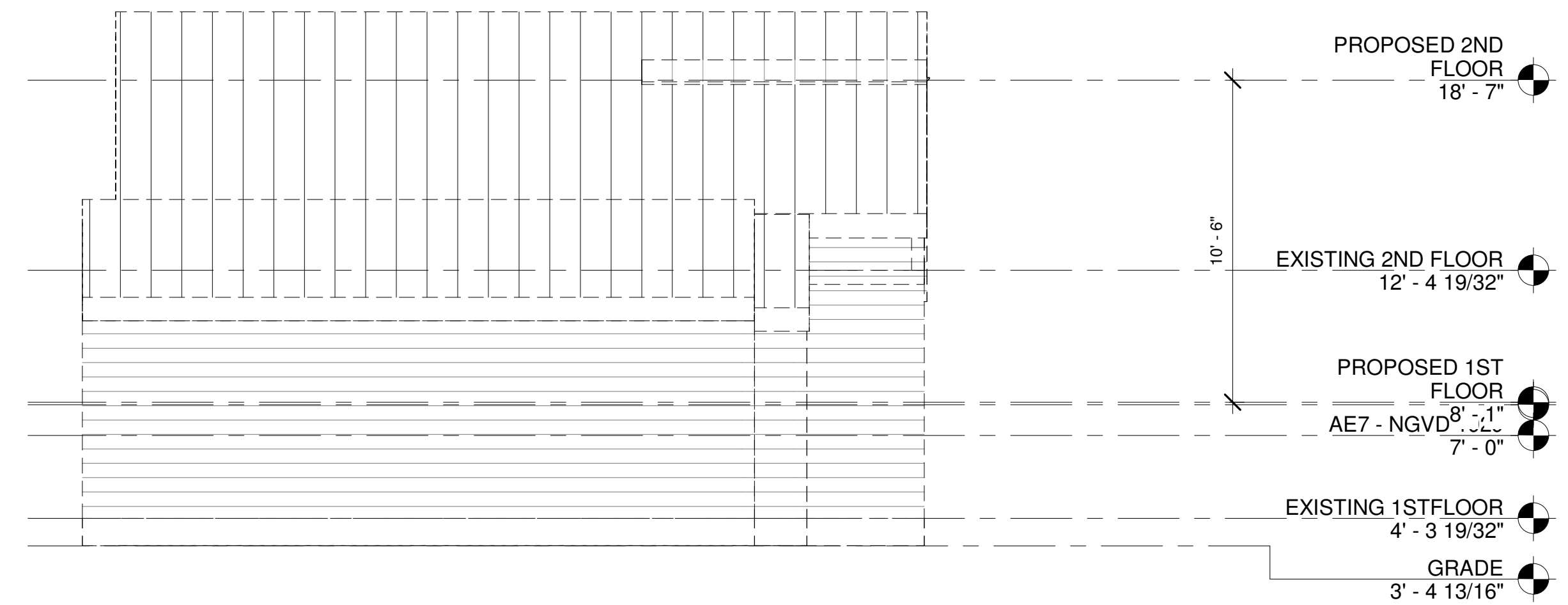
1 FRONT ELEVATION  
A 6 1/4" = 1'-0"



2 REAR ELEVATION  
A 6 1/4" = 1'-0"



4 FRONT ELEVATION - EXISTING/DEMO  
A 6 1/4" = 1'-0"



3 REAR ELEVATION - EXISTING/DEMO  
A 6 1/4" = 1'-0"

DATE: REV. SET DESCRIPTION  
2025.07.21 HARC SUBMITTAL SET

**Single Family Residence**  
309 William Street  
Key West, FL 33040

SEAL:

NOT FOR CONSTRUCTION

NOT VALID FOR CONSTRUCTION UNLESS SIGNED/SEALED IN THIS BLOCK  
THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY ERICA HELEN POOLE USING A DIGITAL SIGNATURE  
PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SHA AUTHENTICATION CODE MUST BE VERIFIED ON ANY ELECTRONIC COPIES

ERICA HELEN POOLE - ARCHITECT  
#AR98525



SANDBAR DESIGN STUDIO  
29185 CAMELUA LANE  
BIG PINE KEY, FL 33043  
WWW.SANDBARDESIGNSTUDIO.COM  
8179035854

ELEVATIONS

SHEET TITLE

A 6

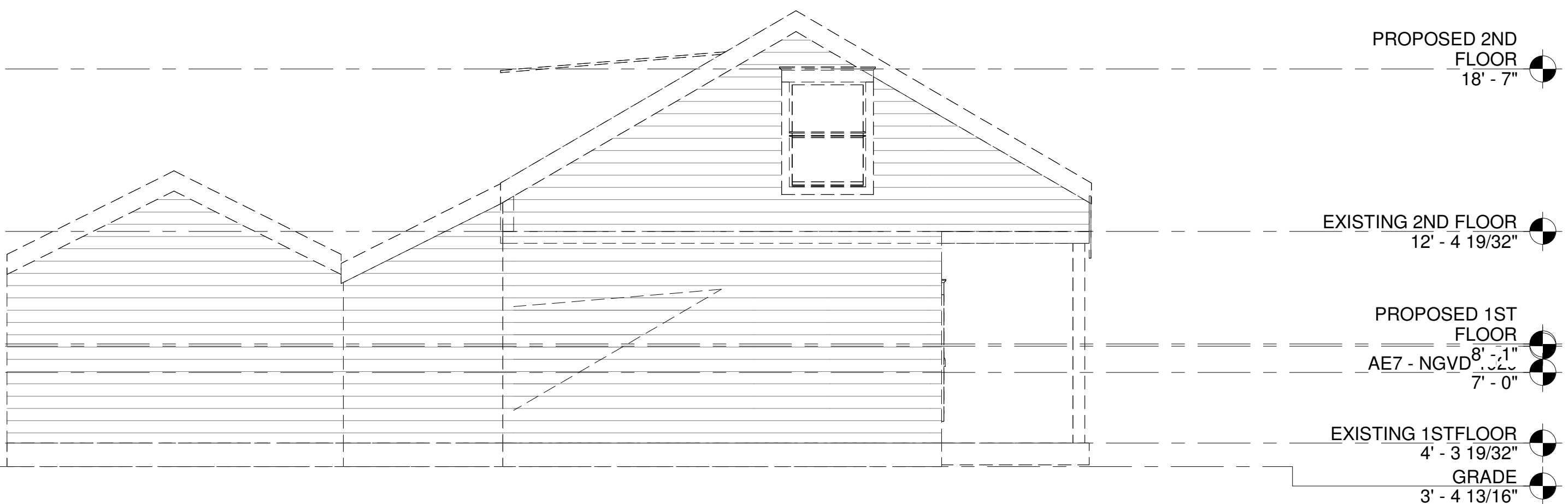
PROJECT NO. SCH2025 DRAWN BY: EHP APPROVED BY: EHP



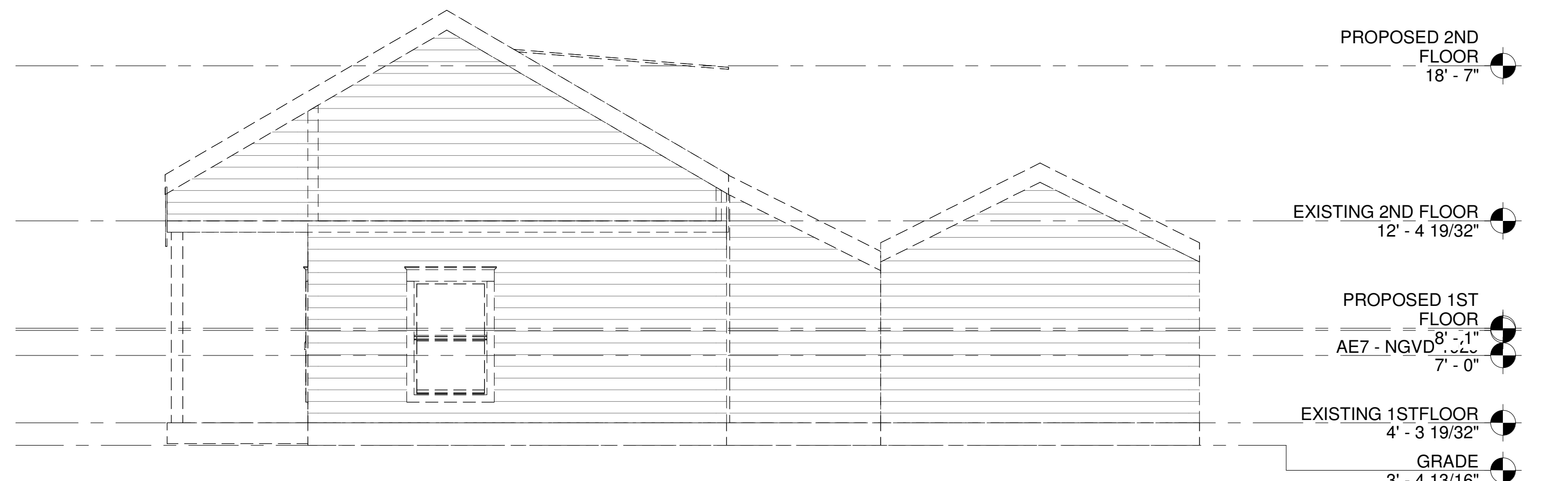
1 SIDE ELEVATION A  
1/4" = 1'-0"



2 SIDE ELEVATION B  
1/4" = 1'-0"



4 SIDE ELEVATION A - EXISTING/DEMO  
1/4" = 1'-0"



3 SIDE ELEVATION B - EXISTING/DEMO  
1/4" = 1'-0"

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ERICA HELEN POOLE - ARCHITECT  
#AR98525



ELEVATIONS

SHEET TITLE

A 7

PROJECT NO. SCH2025 DRAWN BY: Author APPROVED BY: Checker

# NOTICING

# Public Meeting Notice

The Historic Architectural Review Commission will hold a public meeting at **5:00 p.m., January 27, 2026, at City Hall, 1300 White Street**, Key West, Florida. The purpose of the hearing will be to consider a request for:

**NEW TWO-STORY SINGLE-FAMILY RESIDENCE, NEW POOL, POOL DECK, AND SITE IMPROVEMENTS. DEMOLITION OF EXISTING CONTRIBUTING SINGLE-FAMILY RESIDENCE AND REAR SHEDS.**

**#309 WILLIAM STREET**

**Applicant – Sandbar Design Studio Inc    Application #C2025-0077**

If you wish to see the application or have any questions, you may visit the Planning Department during regular office hours at 1300 White Street, call 305-809-3975 or visit our website at [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov).

**THIS NOTICE CAN NOT BE REMOVED FROM THE SITE UNTIL HARC FINAL DETERMINATION**

**ADA ASSISTANCE:** It is the policy of the City of Key West to comply with all requirements of the Americans with Disabilities Act (ADA). Please call the TTY number at 800-955-8771 or 800-955-8770 (Voice) or the ADA Coordinator at 305-809-3811 at least five business days in advance for sign language interpreters, assistive listening devices, or materials in accessible format.

# HARC POSTING AFFIDAVIT

STATE OF FLORIDA:  
COUNTY OF MONROE:

BEFORE ME, the undersigned authority, personally appeared TERRY GARCIA, who, first being duly sworn, on oath, depose and says that the following statements are true and correct to the best of his/her knowledge and belief:

1. That a legal notice for Public Notice of Hearing of the Historic Architectural Review Commission (HARC) was placed on the following address: 309 WILLIAM ST., KEY WEST, FL. 33040 on the 22<sup>nd</sup> day of JANUARY, 2026.

This legal notice(s) contained an area of at least 8.5"x11".

The property was posted to notice a public hearing before the Key West Historic Architectural Review Commission to be held on JANUARY 27<sup>TH</sup>, 2026.

The legal notice(s) is/are clearly visible from the public street adjacent to the property.

The Certificate of Appropriateness number for this legal notice is HC2025-0077

2. A photograph of that legal notice posted in the property is attached hereto.

Signed Name of Affiant:

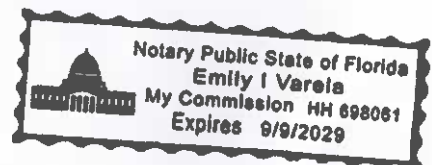
[Signature]  
Date: 1/22/2026  
Address: 1321 ASHBY ST.  
City: KEY WEST  
State, Zip: FL., 33040

The forgoing instrument was acknowledged before me on this 22<sup>nd</sup> day of JANUARY, 2026.

By (Print name of Affiant) TERRY GARCIA who is personally known to me or has produced \_\_\_\_\_ as identification and who did take an oath.

NOTARY PUBLIC

Sign Name: [Signature]  
Print Name: EMILY VARELA  
Notary Public - State of Florida (seal)  
My Commission Expires: 9-9-29



# PROPERTY APPRAISER INFORMATION

# Monroe County, FL

## \*\* PROPERTY RECORD CARD \*\*

### 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.

By continuing into this site you assert that you have read and agree to the above statement.

### Summary

Parcel ID 00003170-000000  
 Account# 1003298  
 Property ID 1003298  
 Millage Group 12KW  
 Location Address 309 WILLIAM St, KEY WEST  
 Legal Description KW PT LOT 3 SQR 21 OR147-87 OR844-1796 OR3279-1749 OR3279-1750 OR3297-2101 OR3303-158 OR3311-1655  
 (Note: Not to be used on legal documents.)  
 Neighborhood 6108  
 Property Class SINGLE FAMILY RESID (0100)  
 Subdivision  
 Sec/Twp/Rng 06/68/25  
 Affordable No  
 Housing



### Owner

SCHMITZ CRAIG A TRUST 02/04/2016  
 23 Windcastle Dr  
 Saint Charles MO 63304

### Valuation

	2024 Certified Values	2023 Certified Values	2022 Certified Values	2021 Certified Values
+ Market Improvement Value	\$101,085	\$95,285	\$95,285	\$83,628
+ Market Misc Value	\$394	\$394	\$394	\$394
+ Market Land Value	\$1,113,636	\$933,489	\$723,318	\$534,982
= Just Market Value	\$1,215,115	\$1,029,168	\$818,997	\$619,004
= Total Assessed Value	\$686,755	\$153,784	\$149,305	\$144,957
- School Exempt Value	(\$25,000)	(\$25,000)	(\$25,000)	(\$25,000)
= School Taxable Value	\$661,755	\$128,784	\$124,305	\$119,957

### Historical Assessments

Year	Land Value	Building Value	Yard Item Value	Just (Market) Value	Assessed Value	Exempt Value	Taxable Value	Maximum Portability
2024	\$1,113,636	\$101,085	\$394	\$1,215,115	\$686,755	\$25,000	\$661,755	\$500,000
2023	\$933,489	\$95,285	\$394	\$1,029,168	\$153,784	\$25,000	\$128,784	\$500,000
2022	\$723,318	\$95,285	\$394	\$818,997	\$149,305	\$25,000	\$124,305	\$500,000
2021	\$534,982	\$83,628	\$394	\$619,004	\$144,957	\$25,000	\$119,957	\$474,047
2020	\$530,888	\$85,121	\$394	\$616,403	\$142,956	\$25,000	\$117,956	\$473,447
2019	\$559,548	\$86,614	\$394	\$646,556	\$139,742	\$25,000	\$114,742	\$500,000
2018	\$492,675	\$86,614	\$394	\$579,683	\$137,137	\$25,000	\$112,137	\$442,546

The Maximum Portability is an estimate only and should not be relied upon as the actual portability amount. Contact our office to verify the actual portability amount.

**Land**

Land Use	Number of Units	Unit Type	Frontage	Depth
RESIDENTIAL DRY (010D)	2,650.00	Square Foot	53	50

**Buildings**

<b>Building ID</b>	167	<b>Exterior Walls</b>	WD FRAME
<b>Style</b>	2 STORY ELEV FOUNDATION	<b>Year Built</b>	1924
<b>Building Type</b>	S.F.R. - R1 / R1	<b>EffectiveYearBuilt</b>	1975
<b>Building Name</b>		<b>Foundation</b>	WD CONC PADS
<b>Gross Sq Ft</b>	1562	<b>Roof Type</b>	GABLE/HIP
<b>Finished Sq Ft</b>	860	<b>Roof Coverage</b>	METAL
<b>Stories</b>	1 Floor	<b>Flooring Type</b>	SFT/HD WD
<b>Condition</b>	GOOD	<b>Heating Type</b>	NONE with 0% NONE
<b>Perimeter</b>	128	<b>Bedrooms</b>	2
<b>Functional Obs</b>	0	<b>Full Bathrooms</b>	1
<b>Economic Obs</b>	0	<b>Half Bathrooms</b>	0
<b>Depreciation %</b>	49	<b>Grade</b>	450
<b>Interior Walls</b>	WALL BD/WD WAL	<b>Number of Fire Pl</b>	0

Code	Description	Sketch Area	Finished Area	Perimeter
FHS	FINISH HALF ST	572	0	0
FLA	FLOOR LIV AREA	860	860	0
OPF	OP PRCH FIN LL	130	0	0
<b>TOTAL</b>		<b>1,562</b>	<b>860</b>	<b>0</b>

**Yard Items**

Description	Year Built	Roll Year	Size	Quantity	Units	Grade
CH LINK FENCE	1949	1950	0 x 0	1	306 SF	1
CONC PATIO	1949	1950	0 x 0	1	40 SF	1

**Sales**

Sale Date	Sale Price	Instrument	Instrument Number	Deed Book	Deed Page	Sale Qualification	Vacant or Improved	Grantor	Grantee
2/10/2025	\$1,125,000	Warranty Deed	2489539	3311	1655	19 - Unqualified	Improved		
12/9/2024	\$0	Order (to be used for Order Det. Heirs, Probate in	2482978	3303	158	19 - Unqualified	Improved		
10/25/2024	\$0	Order (to be used for Order Det. Heirs, Probate in	2478859	3297	2101	30 - Unqualified	Improved		

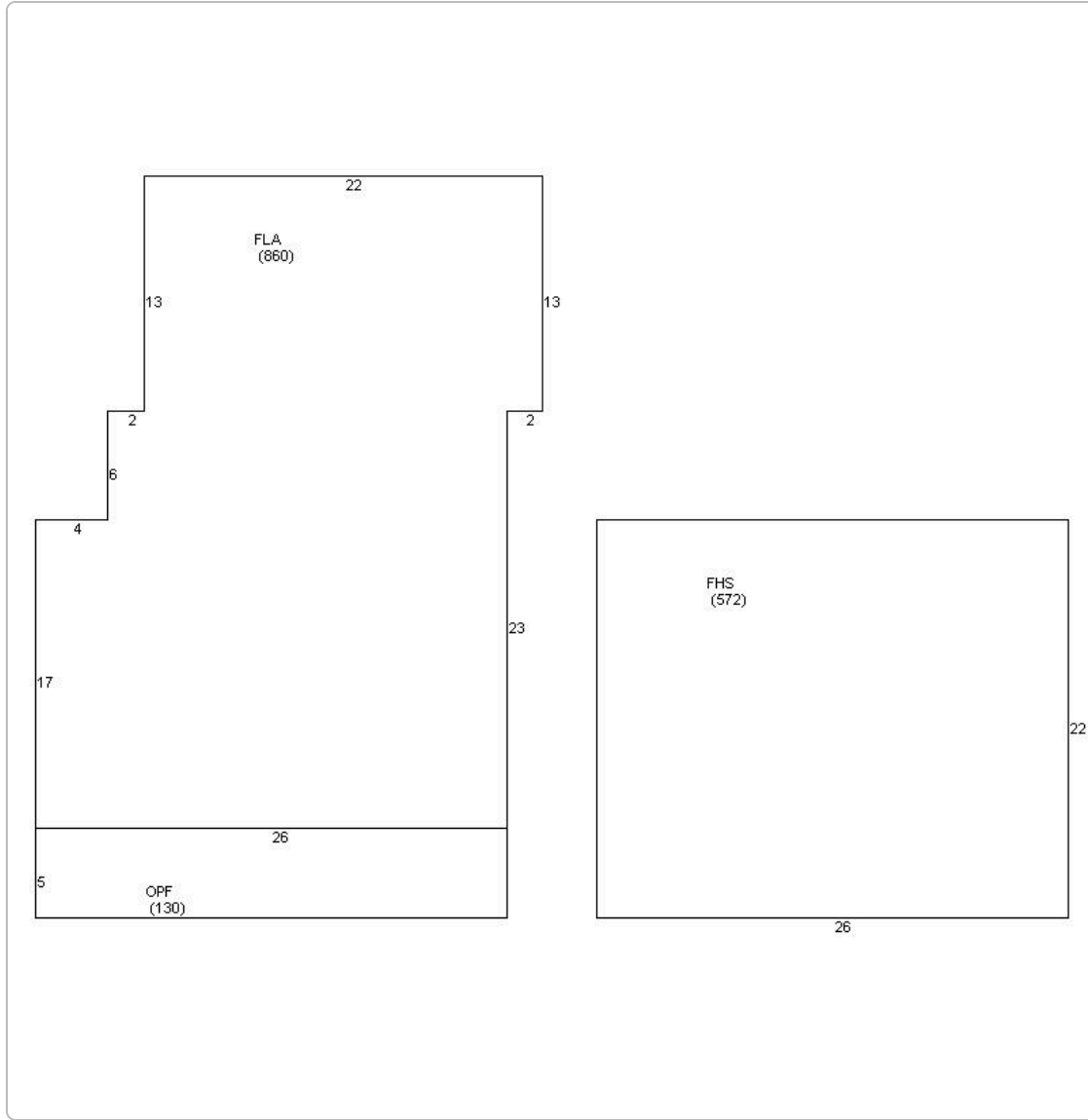
**Permits**

Number	Date Issued	Status	Amount	Permit Type	Notes
16-1868	05/12/2016	Completed	\$5,860		INSTALL 400SF OF VCRIMP ON FRONT ROOF
10-2412	07/26/2010	Completed	\$2,470		INSTALL 300sf 3 SQRS OF VCRIMP ON REAR AREA OF MAIN ROOF

**View Tax Info**

[View Taxes for this Parcel](#)

**Sketches (click to enlarge)**



Photos



Map



TRIM Notice



[User Privacy Policy](#) [GDPR Privacy Notice](#)  
Last Data Upload: 4/16/2025, 1:47:17 AM