

Application



VARIANCE APPLICATION INFORMATION SHEET

City of Key West Planning Department
PO Box 1409 Key West, FL 33041-1409
(305) 809-3720

Please read the following carefully before filling out the application

This application and any required attachments should be submitted to the City Planning Department at 3140 Flagler Avenue. It is preferable to make an appointment before the application is submitted to determine what variances are necessary and what fee applies.

Application Process

- After submittal, the application will be reviewed by the Development Review Committee (DRC). Additional modifications to the site plan may be necessary at that time.
- After the DRC process the applicant will be responsible for submitting a landscape approval letter from the Urban Forestry Program Manager and a Stormwater approval letter from the Director of Engineering.
- **When the application is determined to be complete**, it will be brought forth to the Planning Board. If the application is approved, there is a 10 day appeal period.
- After the 10 day appeal period, the application will be sent to the Department of Environmental Opportunity (DEO) for rendering. The rendering period is 45 days.

PLEASE NOTE:

- Owners and applicants are notified of their scheduled Planning Board hearing date.
- Attendance at the formal public hearing is mandatory.
- Notice of Public Meeting is published in the newspaper.
- Owners of property within 300 feet of the subject property or parcels are notified by mail.
- Notice of public hearing will be posted on the property and must be left up until after the hearing.

FEE SCHEDULE

Variations, any number of issues	\$1,000.00
All After-the-fact variations	\$2,000.00
Advertising and Noticing Fee	\$ 100.00
Fire Department Review Fee	\$ 50.00

Please include the following with this application:

1. A **copy of the most recent recorded** warranty deed with the Book and Page numbers from the office of the Clerk of Circuit Court for Monroe County containing a legal description of the subject parcel. The application forms must be signed by all owners listed on the deed. For business/corporate ownership, please attach authorization for name of executive authorized to make the application.
2. An application fee is determined according to the attached fee schedule. Make the check payable to the City of Key West and include the site address on the memo portion of the check. Be advised that upon review by the Planning Department, additional or fewer variances may be required necessitating a different fee. It is best to see a Planner before turning in the application.
3. A drawing or drawings of the subject site, indicating the following:
 - a. **Existing and proposed** lot coverage including buildings, pools, spas, driveways and other walkways, patios, porches, covered areas and decks.
 - b. Location and identification/names of existing trees of 3.5 inches diameter or greater on the property or extending over the proposed work (including access routes and stormwater areas). Please provide photos.
 - c. All proposed changes to what exists, including those which make the variance(s) necessary.
 - d. Lot dimensions on all drawings and the distance from all property lines of all existing and proposed structures.
 - e. Dimensions (**existing and proposed**) of all the items in (a) above, including the height and number of stories of the structure.
 - f. Parking spaces and dimensions (**existing and proposed**).
 - g. Easements or other encumbrances on the property.
4. One copy of the most recent survey of the property.
5. Elevation drawings of proposed structures, indicating finished height above established grade as measured from crown of road.
6. Floor Plans of **existing and proposed** development.
7. Stormwater management plan.
8. PDF or compatible electronic format of entire application on compact disk.

The attached Verification and Authorization Forms must be notarized. This can be done at City Hall or the Planning Department. Identification is required. An out-of-state notarization is acceptable, if necessary.

Make sure that the applicable application and authorization forms are signed by all people listed as owners on the recorded Warranty Deed.

Be advised that the City will not grant a variance unless the City Impact Fees of sewer and solid waste services are paid in full.

If you have any questions, please call the Planning Department. We will be happy to assist you in the application process.

Variance Application
City of Key West Planning Department
3140 Flagler Avenue, Key West, FL 33040
(305) 809-3720



Variance Application

Please completely fill out this application and attach all necessary documents. This will help our staff to process your request quickly and obtain necessary information without delay. If you have any questions please call 305-809-3720 to schedule an appointment with a Planner.

Please print or type a response to the following:

1. Site Address Key West Yacht Club, 2315 N. Roosevelt Blvd., Key West, FL 33040
2. Name of Applicant Bush Sneed, PE
3. Applicant is: Owner _____ Authorized Representative X
4. Address of Applicant 12 Driftwood Drive, Key West, FL 33040
5. Phone # of Applicant 305-296-0270 Mobile# 305-304-8289
6. E-Mail Address bushs@charterconstruction.com
7. Name of Owner, if different than above City of Key West
8. Address of Owner 3140 Flagler Avenue, Key West, FL 33040
9. Phone # of Owner 305-809-3700
10. Email Address bvitas@keywestcity.com
11. Zoning District of Parcel CG RE# 00072082-001000
12. Description of Proposed Construction, Development, and Use
Replace existing CBS building and fabric and steel framed dock structure with new wood framed pavilion. The structure is used for comfort and protection on the dock for people and equipment during various activities at the KWYC.
13. List and describe the specific variance(s) being requested:
Request change in required 30' setback from the water. The requested setback is the same as the existing structure that is being replaced.

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14. Please fill out the relevant Site Data in the table below. For Building Coverage, Impervious Surface, Open Space and F.A.R provide square footages and percentages.

Site Data Table				
	Code Requirement	Existing	Proposed	Variance Request
Zoning	CG			
Flood Zone	AE 9			
Size of Site	226,512 sf (5.2 acres)			
Height				
Front Setback water	30'	3' and 10'	3' and 10'	less than 30'
Side Setback				match existing
Side Setback				
Street Side Setback				
Rear Setback				
F.A.R				
Building Coverage				
Impervious Surface				
Parking				
Handicap Parking				
Bicycle Parking				
Open Space/ Landscaping				
Number and type of units				
Consumption Area or Number of seats				

15. Is Subject Property located within the Historic District? Yes _____ No _____
 If Yes, attach HARC approval and approved site plans

Meeting Date _____ HARC Approval # _____

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16. Are there any easements, deed restrictions or other encumbrances attached to the subject property? Yes _____ No If Yes, please describe and attach relevant documents

17. Will the work be within the dripline (canopy) of any tree on or off the property?

YES _____ NO

If yes, provide date of landscape approval, and attach a copy of such approval.

This application is pursuant to Section 106-51 & 52 City of Key West Land Development Regulations.

If the applicant would like additional information, electronic version of the City's Code of Ordinances can be found either through www.keywestcity.com, Planning Department archives or at www.municode.com. Once there, search Online Library/Florida/Key West/Chapter 122.

***Please note, variance approvals are quasi-judicial hearings, and it is improper for the owner or signatory to speak to a Planning Board member or City Commissioner about the hearing.**

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Standards for Considering Variances

Before any variance may be granted, the Planning Board and/or Board of Adjustment must find all of the following requirements are met:

1. Existence of special conditions or circumstances. That special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other land, structures or buildings in the same zoning district.

2. Conditions not created by applicant. That the special conditions and circumstances do not result from the action or negligence of the applicant.

3. Special privileges not conferred. That granting the variance(s) requested will not confer upon the applicant any special privileges denied by the land development regulations to other lands, buildings or structures in the same zoning district.

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4. Hardship conditions exist. That literal interpretation of the provisions of the land development regulations would deprive the applicant of rights commonly enjoyed by other properties in this same zoning district under the terms of this ordinance and would work unnecessary and undue hardship on the applicant.

5. Only minimum variance(s) granted. That the variance(s) granted is/are the minimum variance(s) that will make possible the reasonable use of the land, building or structure.

6. Not injurious to the public welfare. That granting of the variance(s) will be in harmony with the general intent and purpose of the land development regulations and that such variances will not be injurious to the area involved or otherwise detrimental to the public interest or welfare.

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7. Existing nonconforming uses of other property shall not be considered as the basis for approval. That no other nonconforming use of neighboring lands, structures, or buildings in the same district, and that no other permitted use of lands, structures or buildings in other districts shall be considered grounds for the issuance of a variance.

The Planning Board and/or Board of Adjustment shall make factual findings regarding the following:

- That the standards established in subsection (a) have been met by the applicant for a variance.
- That the applicant has demonstrated a "good neighbor policy" by contacting or attempting to contact all noticed property owners who have objected to the variance application, and by addressing the objections expressed by these neighbors. Please describe how you have addressed the "good neighbor policy."

Verification

City of Key West
Planning Department



Verification Form
(Where Authorized Representative is an individual)

I, Bush Sneed, PE, 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:

Key West Yacht Club, 2315 N. Roosevelt Blvd., Key West, FL 33040

Street address of subject property

All of the answers to the above questions, drawings, plans and any other attached data which make up the application, are true and correct to the best of my knowledge and belief. 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.

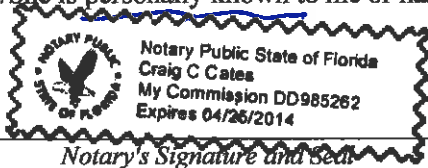
**Bush
Sneed, PE**
Digitally signed by Bush
Sneed, PE
DN: cn=Bush Sneed, PE, o, ou,
email=bush@charterconstruc
tion.com, c=US
Date: 2014.01.08 16:22:37
+0300

Signature of Authorized Representative

Subscribed and sworn to (or affirmed) before me on this 1/8/14 by _____
date

Bush Sneed
Name of Authorized Representative

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



[Handwritten Signature]

Notary's Signature and Seal

Name of Acknowledger typed, printed or stamped

Commission Number, if any

Authorization

**City of Key West
Planning Department**



**Authorization Form
(Individual Owner)**

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

I, City of Key West (Key West Yacht Club Lessee) authorize
Please Print Name(s) of Owner(s) (as appears on the deed)

Bush Sneed, PE

Please Print Name of Representative

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

Bogdan Vilas
Signature of Owner

N/A
Signature of Joint/Co-owner if applicable

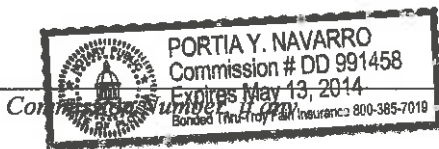
Subscribed and sworn to (or affirmed) before me on this 9th of January 2014 by
date

Bogdan Vilas
Name of Authorized Representative

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

Portia Y. Navarro
Notary's Signature and Seal

Portia Y. Navarro
Name of Acknowledger typed, printed or stamped



Site Plans

NEW DOCK PAVILION FOR KWYC

2315 N ROOSEVELT BLVD, KEY WEST, FL 33040

PROJECT DESCRIPTION:

THE PROJECT INVOLVES REPLACING EXISTING CBS AND PIPE FRAME/FABRIC STRUCTURES WITH A NEW 24' WIDE BY 40' LONG WOOD FRAMED PAVILION.

THE GENERAL SCOPE OF WORK INCLUDES:

1. REMOVE EXISTING CBS STRUCTURE.
2. REMOVE EXISTING PIPE FRAME/FABRIC ROOF STRUCTURE.
3. REMOVE EXISTING ASPHALT PAVING UNDER THE NEW BLDG.
4. INSTALL NEW DRILLED CONCRETE PIERS 3" IN TO CAP ROCK.
5. INSTALL NEW WOOD COLUMNS.
6. INSTALL NEW WOOD ROOF FRAMING.
7. INSTALL NEW METAL ROOF.
8. REPLACE EXISTING ASPHALT WITH NEW BRICK PAVERS.
9. INSTALL NEW LIGHTING AND CEILING FANS TO BE FED FROM EXISTING MARINE POWER POLES.
10. THERE WILL BE NO CHANGE IN IMPERVIOUS SURFACE AREA.
11. RUNOFF WILL REMAIN THE SAME.
12. SEE FOLLOWING DRAWINGS FOR COMPLETE DETAILS.

NOTES:

1. DESIGN IS PER 2010 FBC & ASCE-7-10 FOR 180 MPH WIND, EXP D.
2. ALL ELECTRICAL AND PLUMBING WORK SHALL BE PER 2010 FBC.
3. ALL CONCRETE SHALL BE MINIMUM 4,000 PSI.
4. REBAR SHALL BE GRADE 60.
5. LAP ALL REBAR MINIMUM 30 BAR DIAMETERS.
6. MINIMUM CONCRETE COVER ON REBAR - 3" CAST AGAINST EARTH, 2" FOR FORMED CONCRETE.
7. CONTRACTOR IS RESPONSIBLE FOR ALL LAYOUT AND COORDINATION.
8. NOTIFY ENGINEER IF FIELD CONDITIONS ARE DIFFERENT THAN SHOWN.
9. ALL HARDWARE SHALL BE STAINLESS STEEL OR HOT DIPPED GALVANIZED.
10. ALL LUMBER SHALL BE PT NO 2 SP OR BETTER.

ZONING CALCULATIONS:

1. ZONING DISTRICT: CG
2. EXISTING LOT SIZE = 226,512 SF (5.2 ACRES)
3. EXISTING IMPERVIOUS COVERAGE = 54,719 SF (24.2%)
4. ALLOWABLE IMPERVIOUS COVERAGE = 60%
5. IMPERVIOUS COVERAGE WITH NEW PAVILION = 54,719 SF (24.2%)
6. MAXIMUM BUILDING HEIGHT = 40'-0"
7. PROPOSED BUILDING HEIGHT = 16'-11"

Design is per 2010 Florida Building Code, ASCE-7-10, 180 mph wind			
1	Floor and Roof Live Loads		
2	Slabs on grade	60	psf
3	Roofs	20	psf
4			
5	Wind Design Data		
6	Ultimate wind speed	180	mph
7	Risk Category	II	
8	Exposure	D	
9	Enclosure classification	Open	
10	Internal pressure coefficient	-	
11	Wind borne debris area	Yes	
12	Length	81.87	ft
13	Width	28.59	ft
14	Area	1,284	sf
15	Mean roof height	13.85	ft
16	Roof pitch rise	4.00	
17	Roof pitch run	12.00	
18	Angle of plane of roof θ =	33.43	°
19	End zone width	3.00	ft
20			
21	Components and Cladding Design Pressures		
22	Roofing zone 1	68.95	psf
23	Roofing zone 2	80.12	psf
24	Roofing zone 3	80.12	psf
25			
26	Design Soil Load Bearing Capacity	2,500	psf
27			
28	Flood Design Data		
29	Flood zone	AEG	
30	Elevation of lowest floor	3.00	NAVD



LOCATION MAP
NTS

Bush
Sneed, PE



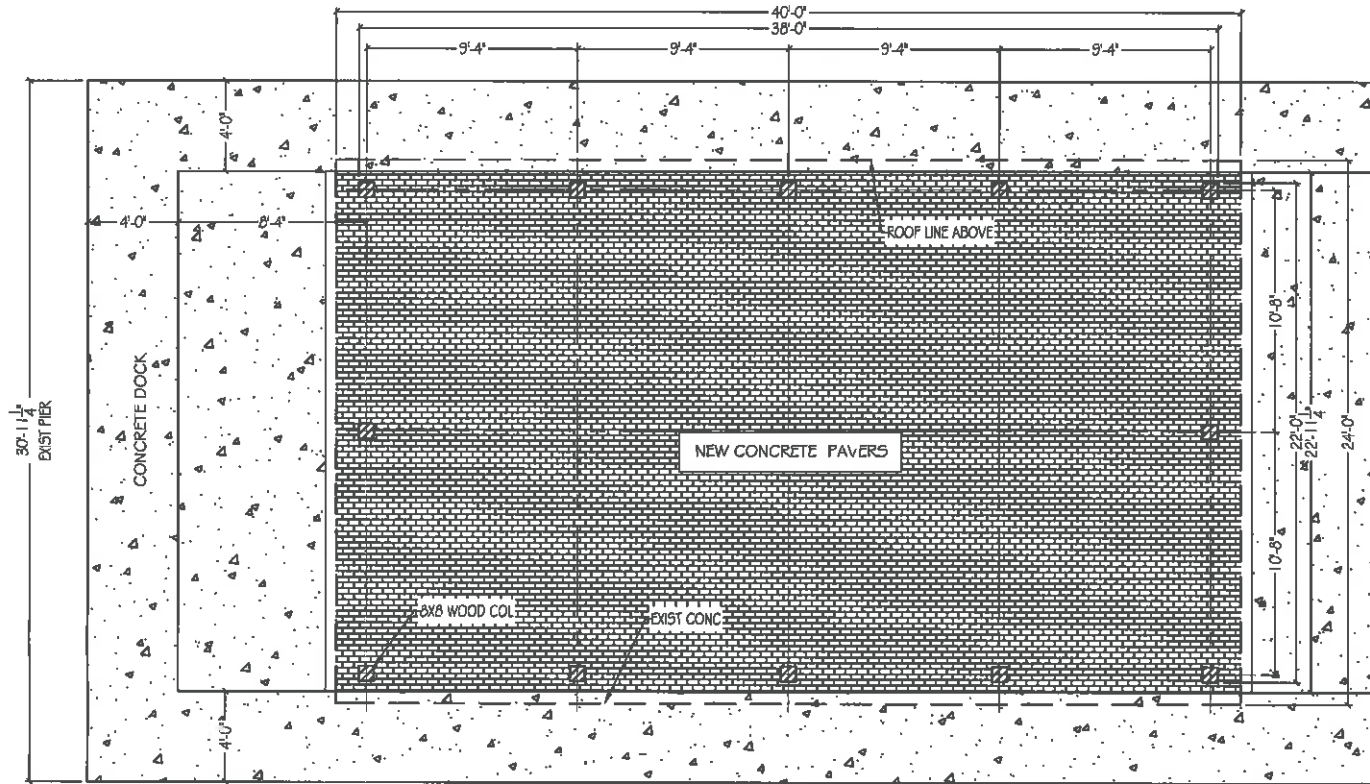
BUSH SNEED, PE
12 DRIFTWOOD DR E
KEY WEST, FL 33040
305-261-0070
FL PE 70188

KWYC DOCK PAVILION
2315 N ROOSEVELT BLVD
KEY WEST, FL 33040

COVER SHEET, NOTES

DRAWN BY:
MS
DATE:
REV: 12-24-13
SCALE:
AS NOTED
SHEET NUMBER:

C-0



FLOOR PLAN

Bush
Sneed, PE



Digitally signed by Bush Sneed, PE
DN: cn=Bush Sneed, PE, o, ou, email=bush@bushsneed.com, c=US
Date: 2013.12.14 14:21:12 -0500

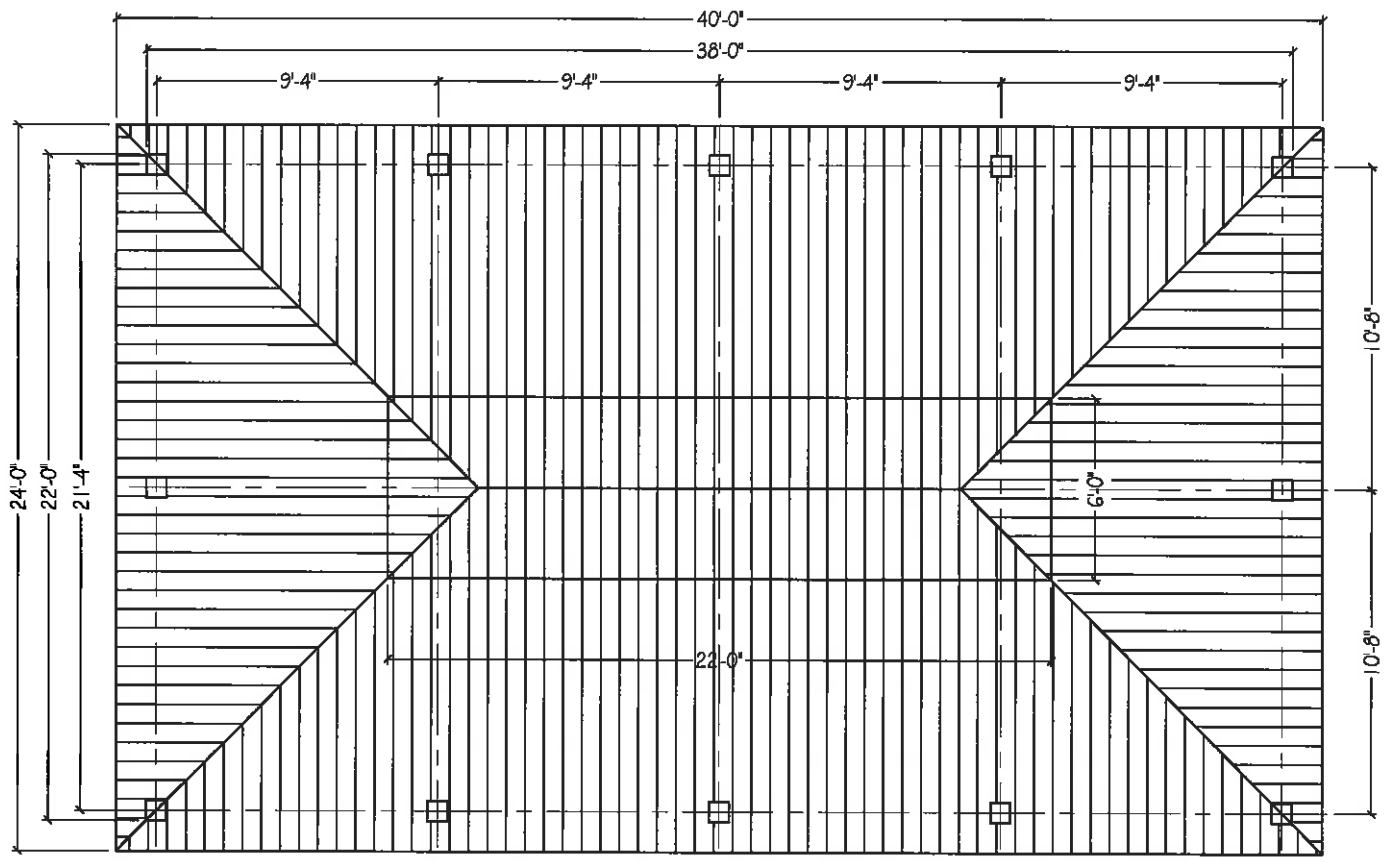
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SCALE:
SHEET NUMBER:

A-1

BUSH SNEED, PE
12 DRIFINGWOOD DRIVE
KEY WEST, FL 33340
305-296-0077
FLPE# 70168

KWYC DOCK PAVILION
2315 N. K2350001 DR. D
KEY WEST, FL 33940

FLOOR PLAN



ROOF PLAN

Bush Sneed, PE
 12 UNIVERSITY BLVD
 SEVENTH FLOOR
 SUITE 2402
 FT. WORTH, TX 76102



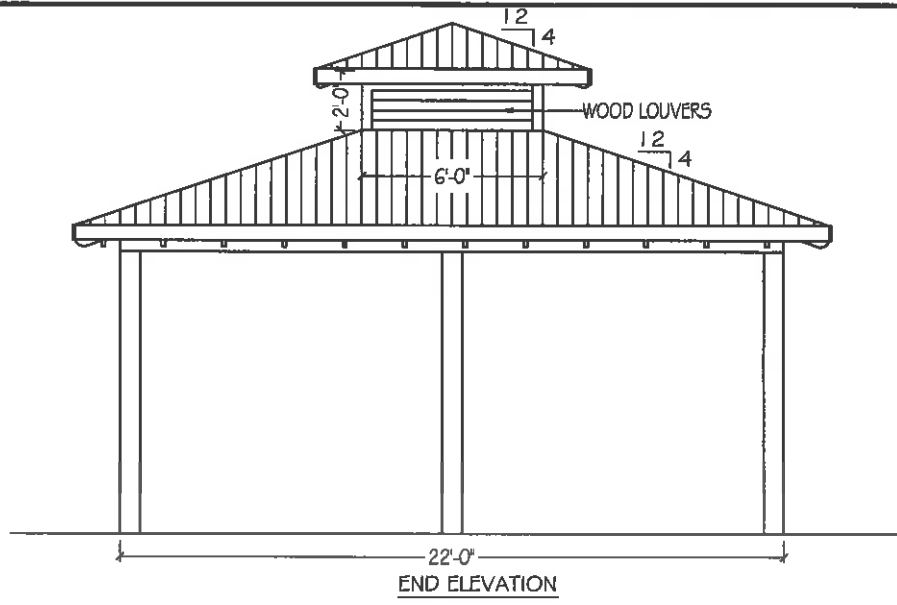
BUSH SNEED, PE
 12 UNIVERSITY BLVD
 SEVENTH FLOOR
 SUITE 2402
 FT. WORTH, TX 76102

KWYC DOCK PAVILION
 2315 N. WOODWAY BLVD
 FT. WORTH, TX 76102

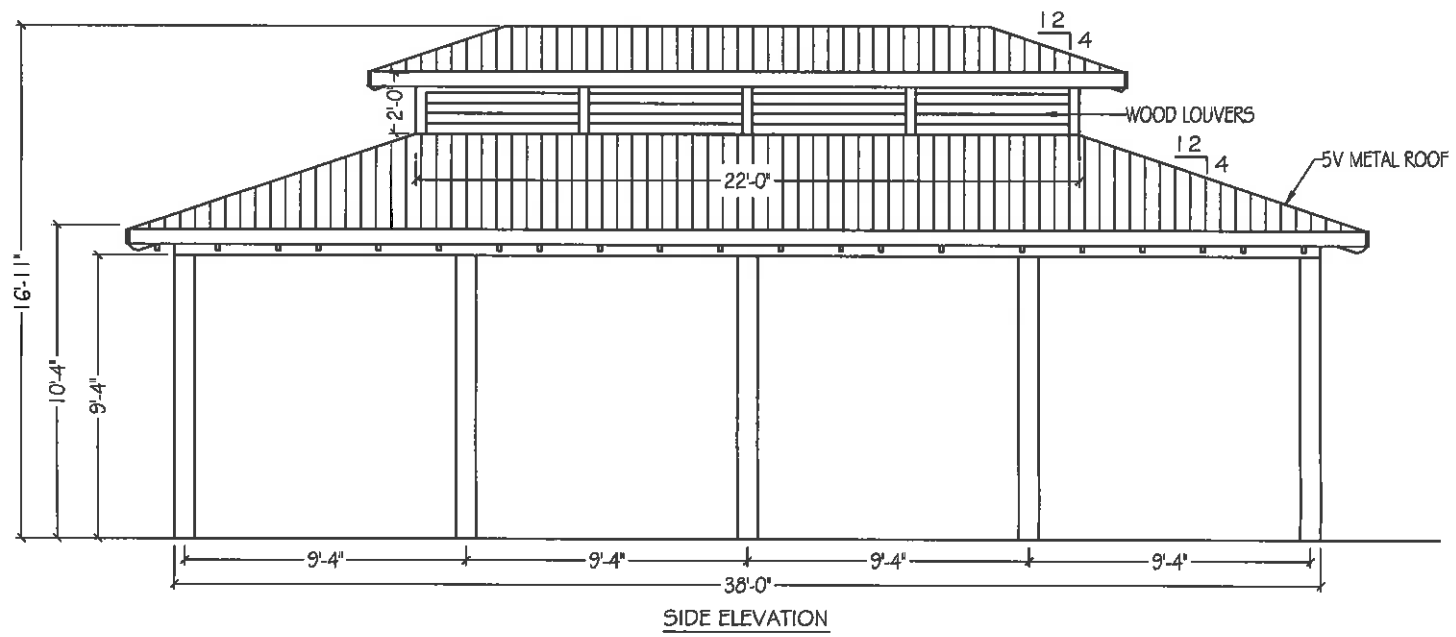
ROOF PLAN

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 DATE:
 SCALE:
 SHEET NUMBER:

A-2



Bush Sneed, PE
Digitally signed by Bush Sneed, PE
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Date: 2013.12.16 14:21:11 -0500



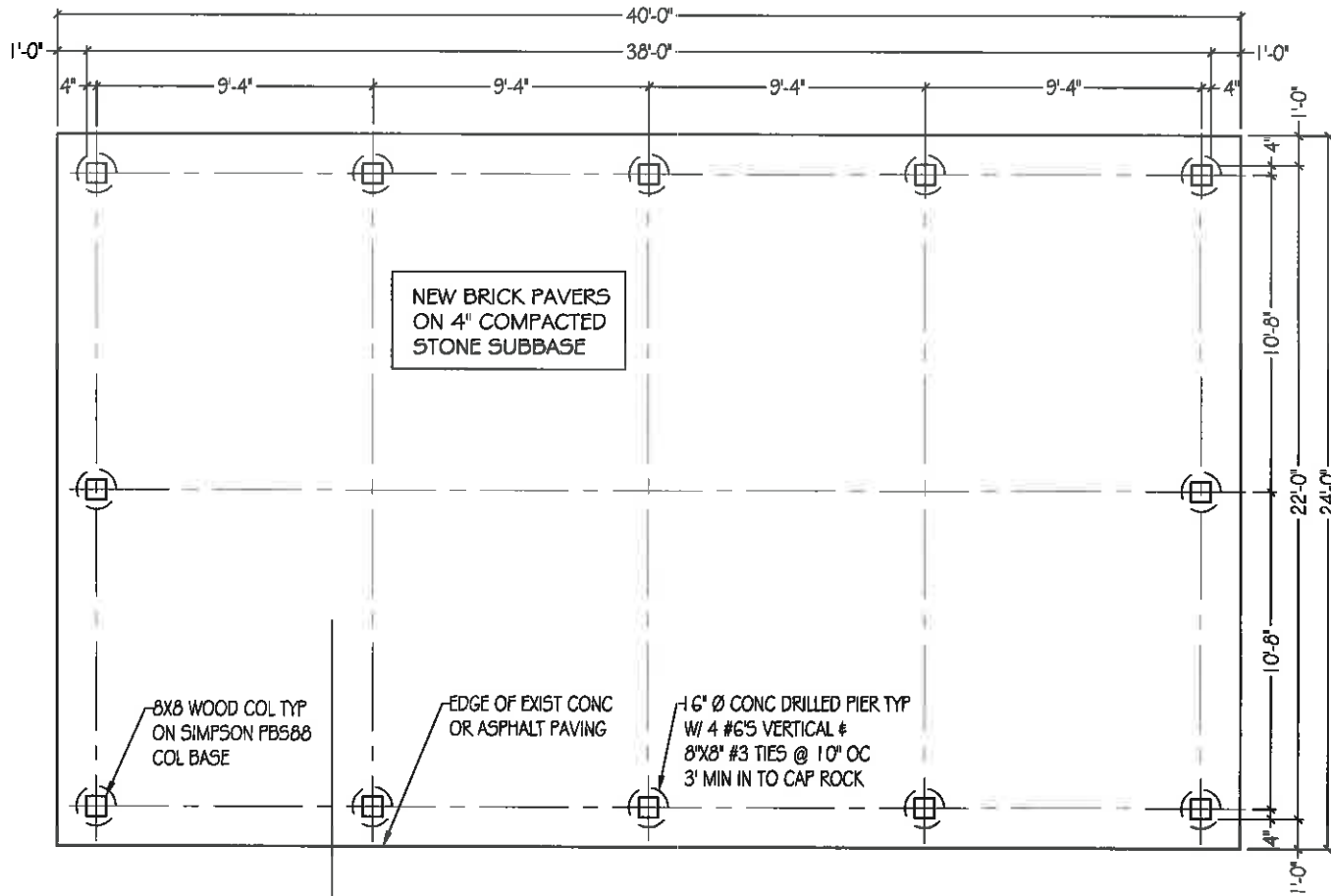
BUSH SNEED, PE
12 WENTWOOD DRIVE
KAY WEST, FL 33000
565-285-0270
FL PE # 70188

KWYC DOCK PAVILION
2015 WOODS BRIST BLDG
KAY WEST, FL 33000

ELEVATIONS

DRAWN BY: BM
DATE: 11-2-13
SCALE: 1/4" = 1'-0"
SHEET NUMBER:

A-3



FOUNDATION PLAN

SCALE: 1/4" = 1'-0"

Bush
Sneed, PE

Credentialed signed by Bush Sneed, PE
2715 WOODLARK BLVD
APT 102
TALLAHASSEE, FL 32310
TEL: 904-201-1611



BUSH SNEED, PE
12 DUNWOOD DRIVE
TALLAHASSEE, FL 32304
352-291-0273
FL PE # 70168

KWYC DOCK PAVILION
2715 WOODLARK BLVD
APT 102, TALLAHASSEE, FL 32310

FOUNDATION PLAN

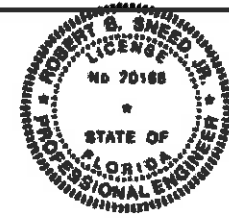
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DATE:

SCALE:

SHEET NUMBER:

S-1



Bush Sneed, PE

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 Date: 2013.12.16 14:29:12 -0500

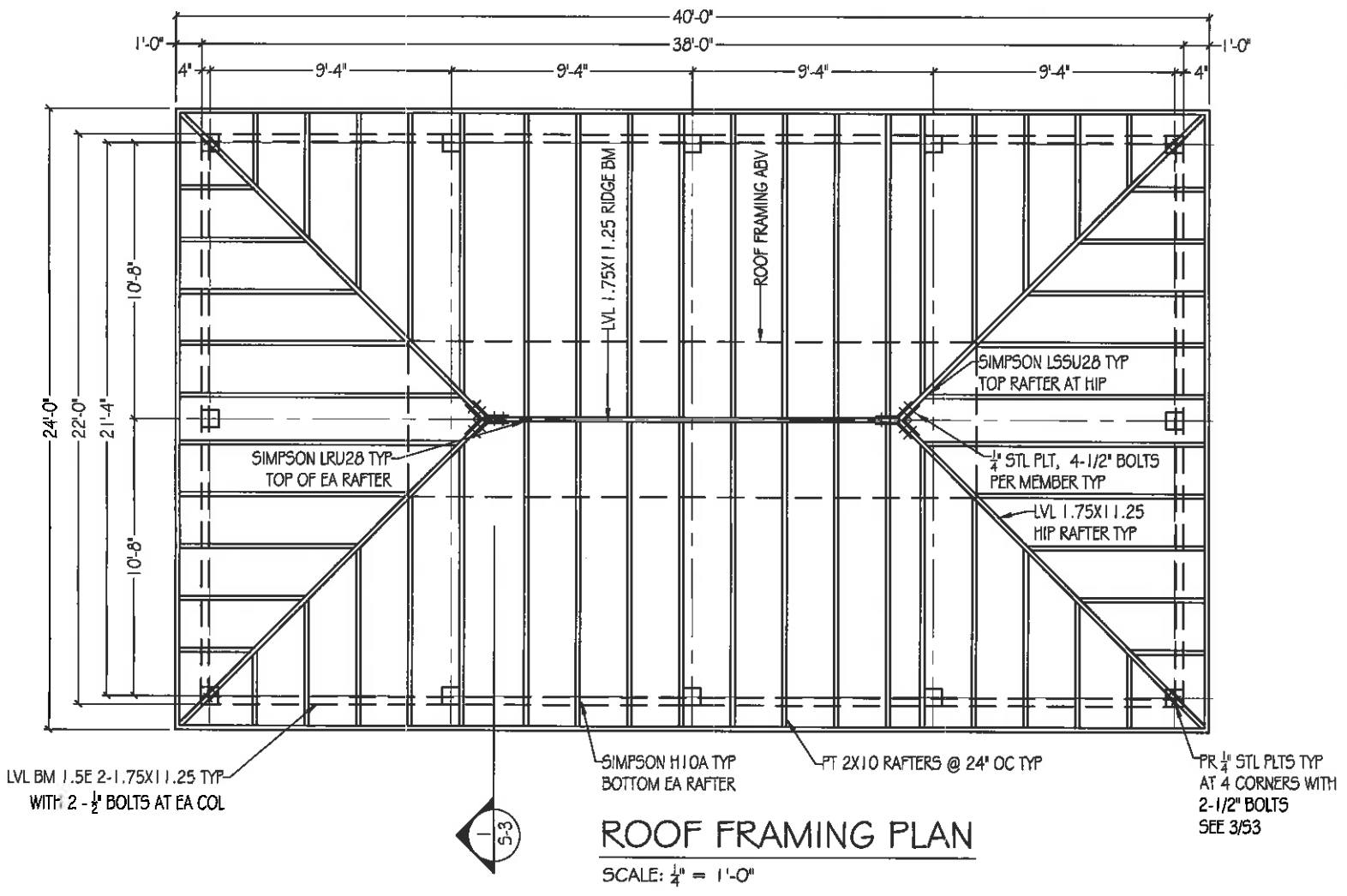
BUSH SNEED, PE
 12 DRUMWOOD DRIVE
 KEY WEST, FL 33506
 905-281-0270
 FL PE # 70168

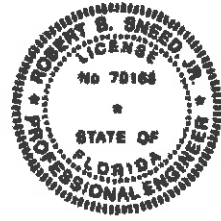
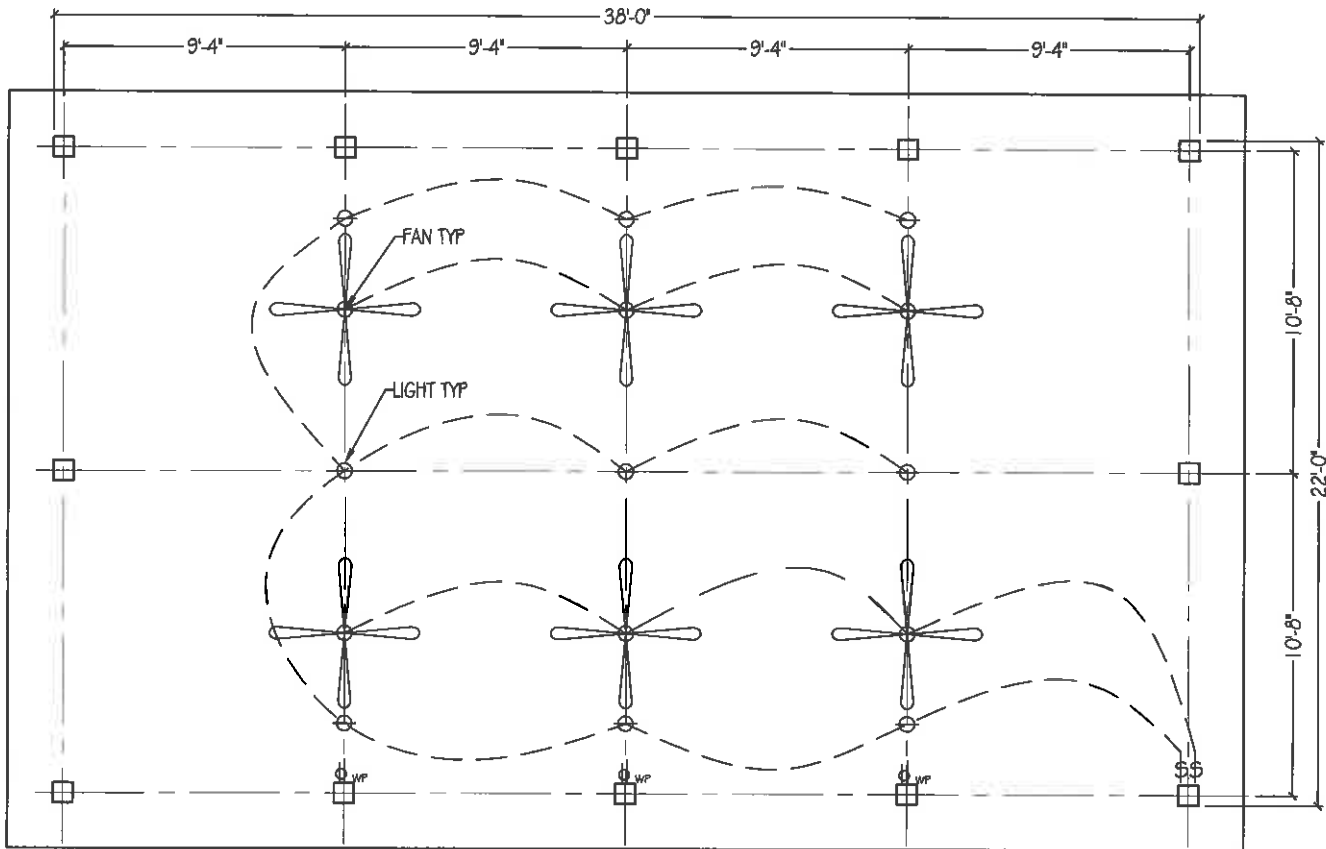
KWYC DOCK PAVILION
 2315 N. ROCKWELL BLVD
 FT. MYERS, FL 33902

ROOF FRAMING PLAN

DRAWN BY:
 DATE:
 SCALE:
 SHEET NUMBER:

9-2





Bush Sneed, PE
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 Date: 2013.12.16 16:29:45 -0500

BUSH SNEED, PE
 12 DENTWOOD DRIVE
 APT. 1051, FT. LAUDERDALE
 FL 33304
 FL REG. 70168

KWYC DOCK PAVILION
 2015 W. LUDGARD BLVD
 FT. LAUDERDALE, FL 33304

ELECTRICAL PLAN

ELECTRICAL PLAN
 SCALE: 1/4"=1'-0"

DRAWN BY:
 DATE:
 SCALE:
 SHEET NUMBER:

E-1