

*Year 9 BPAS*



**2719 STAPLES AVENUE**

**1 AFFORDABLE-RATE  
ACCESORY DWELLING UNIT**



# Building Permit Allocation System (BPAS) Application (Year 7: July 1, 2019 – June 30, 2020)

City of Key West, Florida • Planning Department

1300 White Street • Key West, Florida 33040-4602 • 305-809-3720 • [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov)



Application Fee: \$1,100.00 (Market-Rate)  
\$500.00 (Affordable-Rate)

**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: Craig Cates  
Mailing Address: 2719 Staples Ave.  
City: Key West State: FL Zip: 33040  
Home/Mobile Phone: \_\_\_\_\_ Office: \_\_\_\_\_  
Email: \_\_\_\_\_

**PROPERTY OWNER:**

Name: Craig Cates  
Mailing Address: 2719 Staples Avenue  
City: Key West State: FL Zip: 33040  
Home/Mobile Phone: 305-587-0587 Office: \_\_\_\_\_  
Email: catesauto@aol.com

**PROPERTY DESCRIPTION AND ZONING INFORMATION:**

Site Address: 2719 Staples Avenue  
Parcel ID/ RE#: 00067790-000000 Alternate Key: 1071722  
Zoning District: SF (0100), single family residence Size of Site: 86.25' w X 105.03' d = 9,059 sf  
Density Allowed: 1.66 du Commercial Floor Area: \_\_\_\_\_

**B. EXISTING DEVELOPMENT:**

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

The property currently has a single family residence on it. The owner has purchased half of the adjoining lot and would like to build a moderate income affordable accessory dwelling unit on the new property adjacent to the existing residence per Section 122-1472.

| EXISTING AND PROPOSED DWELLING UNIT INFORMATION      |                           |                                    |                   |
|--|---------------------------|------------------------------------|-------------------|
| DWELLING UNIT DESCRIPTION                            | NUMBER OF DWELLING UNITS: |                                    |                   |
|  | EXISTING                  | LICENSED <sup>1</sup> / RECOGNIZED | PROPOSED          |
| Market-Rate Residential Dwelling Unit(s)             | 1                         |                                    | 1                 |
| Affordable Residential Dwelling Unit(s) <sup>2</sup> | 0                         |                                    | 1                 |
| Transient Unit(s)                                    |                           |                                    | ----- N / A ----- |
| Accessory Dwelling Unit(s) <sup>3</sup>              |                           |                                    |                   |
| Single Room Occupancy Unit(s)                        |                           |                                    |                   |
| Nursing Home Unit(s)                                 |                           |                                    |                   |
| <b>Total Number of Units Requested</b>               |                           |                                    | <b>2</b>          |

1 Please provide City Licensing Records from the Building Department.

2 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).

3 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 the property located within the Historic District?

Yes ☐

No ☒

Are buildings on the property listed as contributing historic structures?

Yes ☐

No ☒

Is the proposal for mixed residential and commercial use?

Yes ☐

No ☒

Are density bonuses proposed?

Yes ☐

No ☒

Advanced affordable allocation request?

Yes ☐

No ☒

Will the allocation require development review?

Yes ☒

No ☐

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



Major Development Plan



Minor Development Plan



Conditional Use



Variance(s)



Beneficial Use



HARC



Lawful Unit Determination



Transient Transfer



Tree Commission



Other

**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 units 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 prosing 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, 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 so as to have the **first habitable floor 1.5 feet above the required base flood elevation**, with the exception of 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 redevelopment 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 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 EPA Portfolio Manager (<https://www.energystar.gov/istar/pmpam/>), and access to building data given to the City of Key West. For residential, either EnergyGauge or RESNET may be used to establish a baseline. Please provide a description how 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 the 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.

## **Building Permit Allocation System**

**Date:** July 28, 2021  
**To:** Melissa Paul-Leto, Planner  
**From:** Craig Cates, Owner  
**Subject:** ADU at 2019 Staples Ave

### **Description of Proposed Development and Use**

The property currently has an existing single-family residence on it. The owner has purchased an adjacent half lot and combined both parcels in to one. He would like to build a 2 BR/2 Bath moderate income affordable accessory dwelling unit on the new property adjacent to the existing residence on the combined lot per Section 122-1473 Family Size. There are two existing off street parking places and there will be an additional one space for a total of 3 off street parking spaces.

### **Solution Statement**

Key West is severely impacted by the lack of work force housing. The lack of available land, LDR's and building costs are obstacles to overcoming this issue. The applicant seeks to provide a new safe, clean, modern energy efficient and weather resistant family sized rental unit.

The unit will be built 1.5' above flood and have a high voltage conduit for electric car charging, light colored, solar reflective roofing materials and energy-rated appliances, lighting and mechanical systems. This will include tankless water heater, dual flush toilets, LED light fixtures, high SEER HVAC equipment, low-e windows, a pervious driveway and native plantings.





# Exhibit B – Site Data Table

## Building Permit Allocation System Application

305-809-3720 • [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov)

### SITE DATA TABLE

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 (y/n) |
| Zoning                              |                  | See next page |          |                        |
| Flood Zone                          |                  |               |          |                        |
| Size of Site                        |                  |               |          |                        |
| Height                              |                  |               |          |                        |
| Front Setback                       |                  |               |          |                        |
| Side Setback                        |                  |               |          |                        |
| Side Setback                        |                  |               |          |                        |
| Street Side Setback                 |                  |               |          |                        |
| Rear Setback                        |                  |               |          |                        |
| Residential Floor Area              |                  |               |          | N/A                    |
| Density                             |                  |               |          | N/A                    |
| Commercial Floor Area               |                  |               |          | N/A                    |
| F.A.R (Commercial)                  |                  |               |          |                        |
| Building Coverage                   |                  |               |          |                        |
| Impervious Surface                  |                  |               |          |                        |
| Parking                             |                  |               |          |                        |
| Handicap Parking                    |                  |               |          | N/A                    |
| Bicycle Parking                     |                  |               |          |                        |
| Open Space/ Landscaping             |                  |               |          |                        |
| Number and type of units            |                  |               |          | N/A                    |
| Consumption Area or Number of seats |                  |               |          | N/A                    |

|   |  |                |                |                |
|---|--|----------------|----------------|----------------|
| Site Data Table for:                            | New Accessory Unit on combined half lot, 28.75'x105.03'=3,020 sf |                |                |                |
|   | Both units combined  |                |                |                |
|   |  |                |                |                |
|   | Code   | Existing       | Proposed       | Variance       |
|   | Requirement  |                |                | Requested      |
| Address   | 2719 Staples Ave   |                |                |                |
| RE Number                                       | 00067790-000000  |                |                |                |
| Zoning  | SF-Single Family   |                |                |                |
| Flood Zone                                      | AE 8'  |                | 9.5'           | No             |
| Building Height                                 | 25'+5'=30'   |                | 16.5'          | No             |
| Front Setback                                   | 30' or St avg 20'  | 20'            | 40'            | No             |
| Side Setback                                    | 5'   | 5'             | 5'             | No             |
| Rear Setback                                    | 25'  | 36.2'          | 25'            | No             |
| Lot Size Combined 86.25'x105.03'                | 6,000 sf   | 6,039 sf       | 9,059 sf       | No             |
| Residential Floor Area ADU 960+House 3,556 sf   | 9059 sf  | 3,556 sf       | 4,516 sf       | No             |
| Density 1+.55=1.55 du, 8 du/acre=1 per 5,445 sf | 9,059/5,445=1.66 du  | 1 du           | 1.55 du        | No             |
| Building Coverage (960+2,661)/9,059=40%         | 35% Max  | 2,661 sf - 44% | 3,621 sf - 40% | Exist Variance |
| Impervious Surface 960+2,706=.318               | 50% Max  | 2,706 sf - 44% | 3,666-40%      | No             |
| Parking 1 per du, w/ acc unit 1.55 spaces       | 2 spaces   | 2 spaces       | 3 spaces       | No             |
| Open space (2,417+2,055)/9,059                  | 35% Min  | 2,417 sf - 40% | 4,472 sf-49%   | No             |
|   |  |                |                |                |



*Year 9 BPAS*



# **SURVEY & ELEVATION CERTIFICATE**

DEARING BASE:  
ALL DEARINGS ARE BASED  
ON 360°/48'40" ASSUMED  
ALONG THE CENTERLINE OF  
STAPLES AVENUE

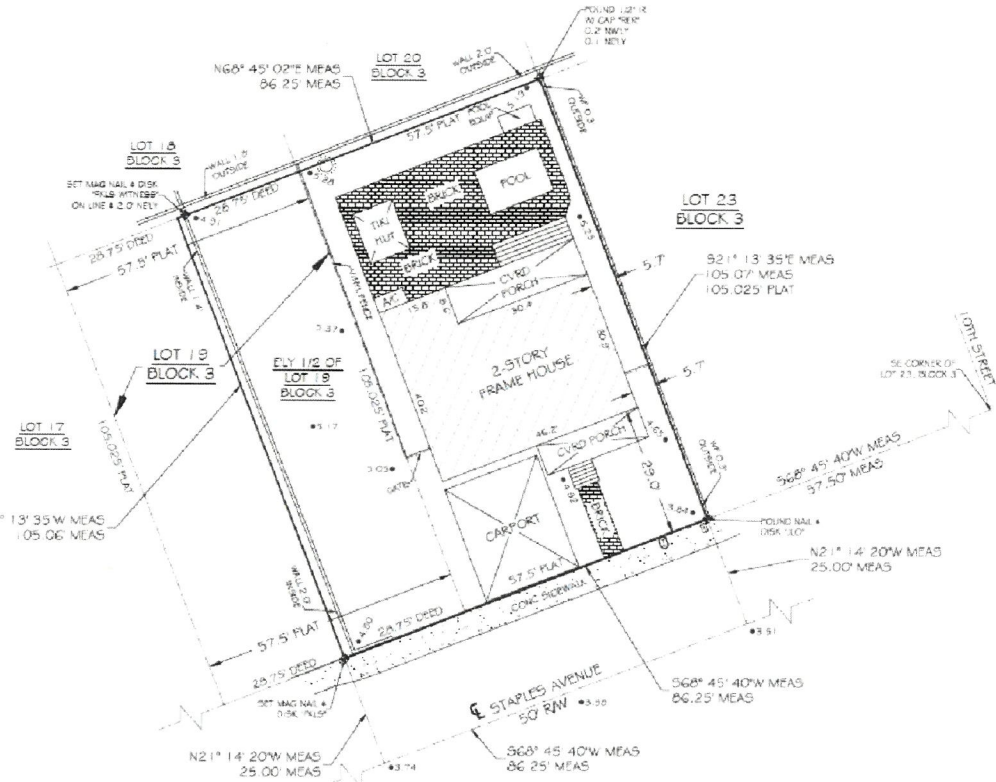
ALL ANGLES DEFLECTED  
ARE 90 DEGREES UNLESS  
OTHERWISE INDICATED

ALL UNITS ARE SHOWN IN  
U.S. SURVEY FEET

ADDRESS:  
2719 STAPLES AVENUE,  
KEY WEST, FL 33040

COMMUNITY NO.: 120168  
MAP NO.: 12007C-1517K  
MAP DATE: 02-16-08  
FLOOD ZONE: AE  
BASE ELEVATION: 5

## MAP OF BOUNDARY SURVEY



### SURVEYOR NOTES

- ELEVATIONS SHOWN HEREON ARE IN FEET AND BASED ON THE NATIONAL GEODETIC VERTICAL DATUM OF 1929 (NGVD 1929), AND ARE CERTIFIED TO  $\pm 0.10$ .
- BENCHMARK DESCRIPTION: NATIONAL GEODETIC SURVEY BENCHMARK DESIGNATION 872 4529 TIDAL 1 (P.L.D. AA 004), ELEVATION = 12.13 (NGVD 1929).
- FINISH FLOOR ELEVATION OF THE HOUSE (TAKEN AT AN EXTERIOR DOOR THRESHOLD, NO INTERIOR FLOOR LEVELS WERE VERIFIED): MAIN LIVING FLOOR = 9.4 (NGVD 1929).

CERTIFIED TO:

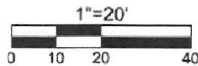
ORANGE CITIES:

NOTES: FOUNDATIONS BENEATH THE SURFACE ARE NOT SHOWN. MEASURED DIMENSIONS ARE PLATED ON DISCRETE DIMENSIONS UNLESS OTHERWISE NOTED. THE FOLLOWING IS A LIST OF APPROPRIATIONS THAT MAY BE REQUIRED FOR THIS PROJECT:

- LOT 18: 20' WIDE STRIP OF LAND FOR THE PURPOSE OF THE PROJECT.
- LOT 19: 20' WIDE STRIP OF LAND FOR THE PURPOSE OF THE PROJECT.
- LOT 20: 20' WIDE STRIP OF LAND FOR THE PURPOSE OF THE PROJECT.
- LOT 23: 20' WIDE STRIP OF LAND FOR THE PURPOSE OF THE PROJECT.

### LEGEND

- WATER METER
- SEWAGE NETWORK CLEAN OUT
- MAIL BOX
- WOOD POWER POLE
- CONCRETE POWER POLE
- STOP ELEVATION (TYPICAL)
- CELESTIAL



TOTAL AREA = 9,061.87 SQ FT  $\pm$

### LEGAL DESCRIPTION

ALL OF LOT 5 AND SOUTHEASTERLY 1/2 OF LOT 6, BLOCK 1, SUNRISE SHORES, A SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 2, PAGE 164, OF THE PUBLIC RECORDS OF MONROE COUNTY, FLORIDA.

| Site Data Table for:                            |  | New Accessory Unit on combined half lot, 28.75'x105.03'=3,020 sf |                |                |                    |
|---|--|--|----------------|----------------|--------------------|
|   |  | Both units combined  |                |                |                    |
|   |  | Code   | Existing       | Proposed       | Variance Requested |
| Address   |  | 2719 Staples Ave   |                |                |                    |
| RE Number                                       |  | 00067790-000000  |                |                |                    |
| Zoning  |  | SF-Single Family   |                |                |                    |
| Flood Zone                                      |  | AE 8'  |                | 9.5'           | No                 |
| Building Height                                 |  | 25'5"-30'  |                | 16.5'          | No                 |
| Front Setback                                   |  | 30' or St avg 20'  | 20'            | 40'            | No                 |
| Side Setback                                    |  | 5'   | 5'             | 5'             | No                 |
| Rear Setback                                    |  | 25'  | 36.2'          | 25'            | No                 |
| Lot Size Combined 86.25'x105.03'                |  | 6,000 sf   | 6,039 sf       | 9,059 sf       | No                 |
| Residential Floor Area ADU 960+House 3,556 sf   |  | 9059 sf  | 3,556 sf       | 4,516 sf       | No                 |
| Density 1+.55=1.55 du, 8 du/acre=1 per 5,445 sf |  | 9,059/5,445=1.66 du  | 1 du           | 1.55 du        | No                 |
| Building Coverage (960+2,661)/9,059=40%         |  | 35% Max  | 2,661 sf - 44% | 3,621 sf - 40% | Exist Variance     |
| Impervious Surface 960+2,706=318                |  | 50% Max  | 2,706 sf - 44% | 3,666-40%      | No                 |
| Parking 1 per du, w/ acc unit 1.55 spaces       |  | 2 spaces   | 2 spaces       | 3 spaces       | No                 |
| Open space (2,417+2,055)/9,059                  |  | 35% Min  | 2,417 sf - 40% | 4,472 sf-45%   | No                 |

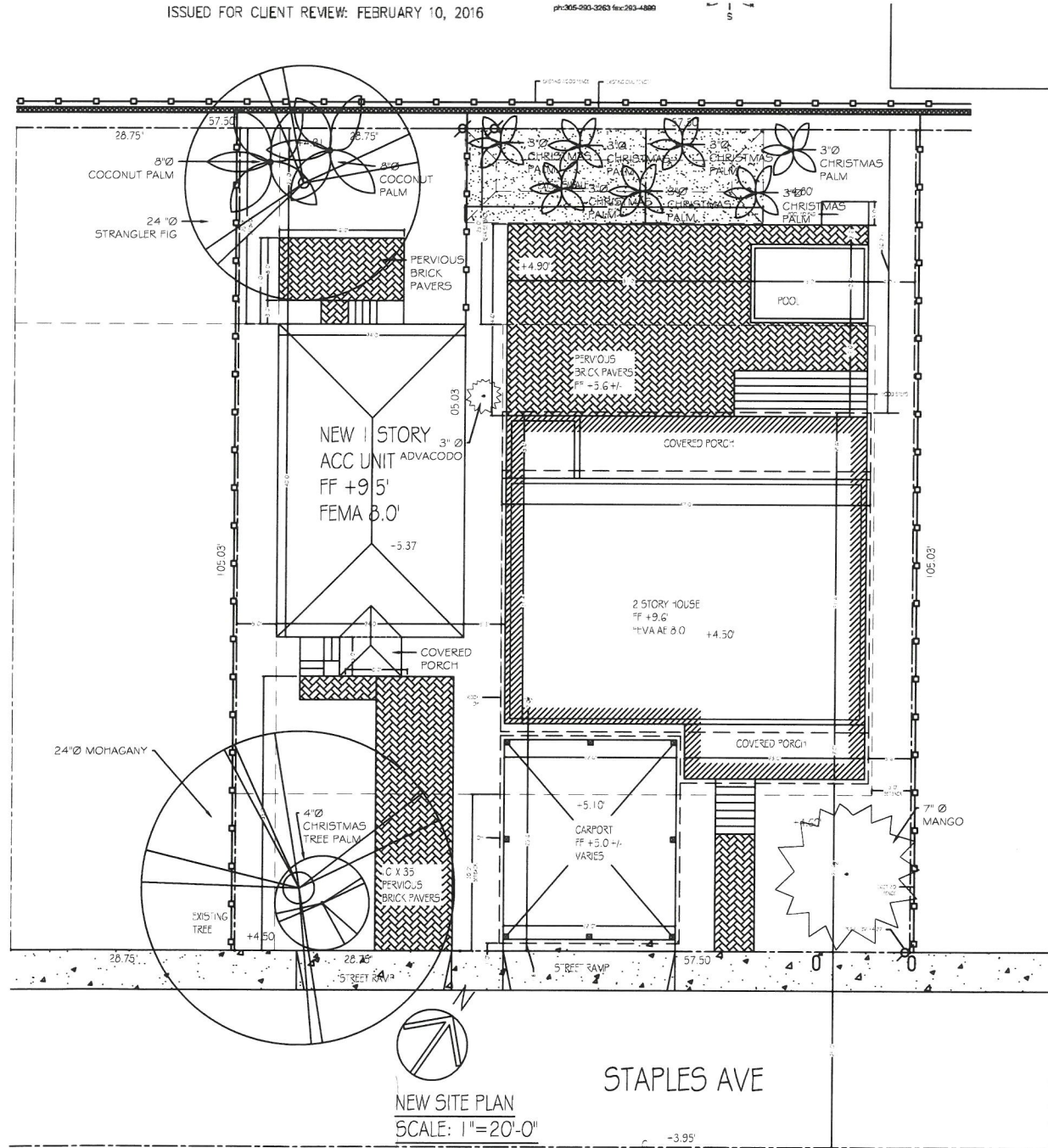


Bush  
Sneed, PE

Digitally signed by Bush  
Sneed, PE  
DN: cn=Bush Sneed, PE, o, ou,  
email=bushs@charterconstru  
ction.com, c=US  
Date: 2021.08.02 07:50:11  
+04'00'

ISSUED FOR CLIENT REVIEW: FEBRUARY 10, 2016

ph:305-293-2563 fax:305-4880



ACCESSORY UNIT  
2719 STAPLES AVE

SURVEY/EXIST SITE PLAN  
AND NEW SITE PLAN

DRAWN BY:  
R35  
DATE:  
REV 7/29/21  
SCALE:  
AS NOTED  
SHEET NUMBER:

C-1

## ELEVATION CERTIFICATE

Important: Follow the instructions on pages 1-9.

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

| SECTION A - PROPERTY INFORMATION  |                 |                                   |   | FOR INSURANCE COMPANY USE |  |
|---|-----------------|-----------------------------------|---|---------------------------|--|
| A1. Building Owner's Name<br>Craig Cates and Sheryl Cates   |                 |                                   |   | Policy Number:            |  |
| A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.<br>2717 Staples Avenue  |                 |                                   |   | Company NAIC Number:      |  |
| City<br>City of Key West  |                 | State<br>Florida                  |   | ZIP Code<br>33040         |  |
| A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.)<br>Lot 21, Block 3, Coral Reef Estates, PB 3-36, Parcel I.D. 00067790-000000   |                 |                                   |   |                           |  |
| A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.) <u>Residential</u>   |                 |                                   |   |                           |  |
| A5. Latitude/Longitude: Lat. <u>24.5603 N</u> Long. <u>81.7709 W</u> Horizontal Datum: <input type="checkbox"/> NAD 1927 <input checked="" type="checkbox"/> NAD 1983   |                 |                                   |   |                           |  |
| A6. Attach at least 2 photographs of the building if the Certificate is being used to obtain flood insurance.   |                 |                                   |   |                           |  |
| A7. Building Diagram Number <u>5</u>  |                 |                                   |   |                           |  |
| A8. For a building with a crawlspace or enclosure(s):   |                 |                                   |   |                           |  |
| a) Square footage of crawlspace or enclosure(s) <u>0</u> sq ft  |                 |                                   |   |                           |  |
| b) Number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade <u>0</u>   |                 |                                   |   |                           |  |
| c) Total net area of flood openings in A8.b <u>0</u> sq in  |                 |                                   |   |                           |  |
| d) Engineered flood openings? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No   |                 |                                   |   |                           |  |
| A9. For a building with an attached garage:   |                 |                                   |   |                           |  |
| a) Square footage of attached garage <u>0</u> sq ft   |                 |                                   |   |                           |  |
| b) Number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade <u>0</u>  |                 |                                   |   |                           |  |
| c) Total net area of flood openings in A9.b <u>0</u> sq in  |                 |                                   |   |                           |  |
| d) Engineered flood openings? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No   |                 |                                   |   |                           |  |
| SECTION B - FLOOD INSURANCE RATE MAP (FIRM) INFORMATION   |                 |                                   |   |                           |  |
| B1. NFIP Community Name & Community Number<br>City of Key West 120168   |                 |                                   | B2. County Name<br>Monroe                               |                           | B3. State<br>Florida   |
| B4. Map/Panel Number<br>12087C1516/1517   | B5. Suffix<br>K | B6. FIRM Index Date<br>02/18/2005 | B7. FIRM Panel Effective/<br>Revised Date<br>02/18/2005 | B8. Flood Zone(s)<br>AE   | B9. Base Flood Elevation(s)<br>(Zone AO, use Base Flood Depth)<br>7' |
| B10. Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in Item B9:<br><input type="checkbox"/> FIS Profile <input checked="" type="checkbox"/> FIRM <input type="checkbox"/> Community Determined <input type="checkbox"/> Other/Source: _____ |                 |                                   |   |                           |  |
| B11. Indicate elevation datum used for BFE in Item B9: <input checked="" type="checkbox"/> NGVD 1929 <input type="checkbox"/> NAVD 1988 <input type="checkbox"/> Other/Source: _____  |                 |                                   |   |                           |  |
| B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Designation Date: _____ <input type="checkbox"/> CBRS <input type="checkbox"/> OPA         |                 |                                   |   |                           |  |



# ELEVATION CERTIFICATE

OMB No. 1660-0008  
Expiration Date: November 30, 2018

|  |                  |                   |                                  |
|--|------------------|-------------------|----------------------------------|
| <b>IMPORTANT: In these spaces, copy the corresponding information from Section A.</b>                                    |                  |                   | <b>FOR INSURANCE COMPANY USE</b> |
| Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.<br>2717 Staples Avenue |                  |                   | Policy Number:                   |
| City<br>City of Key West   | State<br>Florida | ZIP Code<br>33040 | Company NAIC Number              |

## SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on: ☐ Construction Drawings\* ☐ Building Under Construction\* ☒ Finished Construction

\*A new Elevation Certificate will be required when construction of the building is complete.

C2. Elevations – Zones A1–A30, AE, AH, A (with BFE), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO. Complete Items C2.a–h below according to the building diagram specified in Item A7. In Puerto Rico only, enter meters.

Benchmark Utilized: D-121 Vertical Datum: NGVD 1929

Indicate elevation datum used for the elevations in items a) through h) below.

☒ NGVD 1929 ☐ NAVD 1988 ☐ Other/Source: \_\_\_\_\_

Datum used for building elevations must be the same as that used for the BFE.


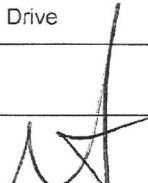
Check the measurement used.

- |   |       |  |
|---|-------|--|
| a) Top of bottom floor (including basement, crawlspace, or enclosure floor)   | 9. 67 | <input checked="" type="checkbox"/> feet <input type="checkbox"/> meters |
| b) Top of the next higher floor   | 18. 7 | <input checked="" type="checkbox"/> feet <input type="checkbox"/> meters |
| c) Bottom of the lowest horizontal structural member (V Zones only)   | n/a.  | <input checked="" type="checkbox"/> feet <input type="checkbox"/> meters |
| d) Attached garage (top of slab)  | n/a.  | <input checked="" type="checkbox"/> feet <input type="checkbox"/> meters |
| e) Lowest elevation of machinery or equipment servicing the building<br>(Describe type of equipment and location in Comments) | 9. 7  | <input checked="" type="checkbox"/> feet <input type="checkbox"/> meters |
| f) Lowest adjacent (finished) grade next to building (LAG)  | 5. 0  | <input checked="" type="checkbox"/> feet <input type="checkbox"/> meters |
| g) Highest adjacent (finished) grade next to building (HAG)   | 5. 3  | <input checked="" type="checkbox"/> feet <input type="checkbox"/> meters |
| h) Lowest adjacent grade at lowest elevation of deck or stairs, including structural support                                  | 5. 1  | <input checked="" type="checkbox"/> feet <input type="checkbox"/> meters |

## SECTION D – SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION

This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by law to certify elevation information. I certify that the information on this Certificate represents my best efforts to interpret the data available. I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.

Were latitude and longitude in Section A provided by a licensed land surveyor? ☒ Yes ☐ No ☐ Check here if attachments.

|  |                             |  |
|--|-----------------------------|--|
| Certifier's Name<br>Fred H. Hildebrandt  | License Number<br>PLSM 2749 | <div>Place<br/>Seal<br/>Here<br/></div> |
| Title<br>P.E., P.L.S.  |                             |  |
| Company Name<br>Island Surveying, Inc.   |                             |  |
| Address<br>3152 Northside Drive  |                             |  |
| City<br>Key West   | State<br>Florida            |  |
| Signature<br> | Date<br>06/29/2017          | Telephone<br>(305) 293-0466  |

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

Comments (including type of equipment and location, per C2(e), if applicable)

A5. Latitude & Longitude obtained using hand held GPS. C2.e) A/C at elevation 9.7'. NOTE: Height of building is 29.22' from the center line of Staples Avenue.



OMB No. 1660-0008  
Expiration Date: November 30, 2018

|   |                  |                   |                                  |          |
|---|------------------|-------------------|----------------------------------|----------|
| <b>IMPORTANT: In these spaces, copy the corresponding information from Section A.</b>   |                  |                   | <b>FOR INSURANCE COMPANY USE</b> |          |
| Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.<br>2717 Staples Avenue  |                  |                   | Policy Number:                   |          |
| City<br>City of Key West  | State<br>Florida | ZIP Code<br>33040 | Company NAIC Number              |          |
| <b>SECTION E – BUILDING ELEVATION INFORMATION (SURVEY NOT REQUIRED)<br/>FOR ZONE AO AND ZONE A (WITHOUT BFE)</b>  |                  |                   |                                  |          |
| For Zones AO and A (without BFE), complete Items E1–E5. If the Certificate is intended to support a LOMA or LOMR-F request, complete Sections A, B, and C. For Items E1–E4, use natural grade, if available. Check the measurement used. In Puerto Rico only, enter meters.   |                  |                   |                                  |          |
| E1. Provide elevation information for the following and check the appropriate boxes to show whether the elevation is above or below the highest adjacent grade (HAG) and the lowest adjacent grade (LAG).   |                  |                   |                                  |          |
| a) Top of bottom floor (including basement, crawlspace, or enclosure) is _____ <input type="checkbox"/> feet <input type="checkbox"/> meters <input type="checkbox"/> above or <input type="checkbox"/> below the HAG   |                  |                   |                                  |          |
| b) Top of bottom floor (including basement, crawlspace, or enclosure) is _____ <input type="checkbox"/> feet <input type="checkbox"/> meters <input type="checkbox"/> above or <input type="checkbox"/> below the LAG.  |                  |                   |                                  |          |
| E2. For Building Diagrams 6–9 with permanent flood openings provided in Section A Items 8 and/or 9 (see pages 1–2 of Instructions), the next higher floor (elevation C2.b in the diagrams) of the building is _____ <input type="checkbox"/> feet <input type="checkbox"/> meters <input type="checkbox"/> above or <input type="checkbox"/> below the HAG. |                  |                   |                                  |          |
| E3. Attached garage (top of slab) is _____ <input type="checkbox"/> feet <input type="checkbox"/> meters <input type="checkbox"/> above or <input type="checkbox"/> below the HAG.  |                  |                   |                                  |          |
| E4. Top of platform of machinery and/or equipment servicing the building is _____ <input type="checkbox"/> feet <input type="checkbox"/> meters <input type="checkbox"/> above or <input type="checkbox"/> below the HAG.   |                  |                   |                                  |          |
| E5. Zone AO only: If no flood depth number is available, is the top of the bottom floor elevated in accordance with the community's floodplain management ordinance? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown. The local official must certify this information in Section G.                              |                  |                   |                                  |          |
| <b>SECTION F – PROPERTY OWNER (OR OWNER'S REPRESENTATIVE) CERTIFICATION</b>   |                  |                   |                                  |          |
| The property owner or owner's authorized representative who completes Sections A, B, and E for Zone A (without a FEMA-issued or community-issued BFE) or Zone AO must sign here. The statements in Sections A, B, and E are correct to the best of my knowledge.  |                  |                   |                                  |          |
| Property Owner or Owner's Authorized Representative's Name  |                  |                   |                                  |          |
| Address   |                  | City              | State                            | ZIP Code |
| Signature   |                  | Date              | Telephone                        |          |
| Comments  |                  |                   |                                  |          |
| <input type="checkbox"/> Check here if attachments.   |                  |                   |                                  |          |

**ELEVATION CERTIFICATE**OMB No. 1660-0008  
Expiration Date: November 30, 2018

|  |                  |                        |                                  |   |
|--|------------------|------------------------|----------------------------------|---|
| <b>IMPORTANT: In these spaces, copy the corresponding information from Section A.</b>  |                  |                        | <b>FOR INSURANCE COMPANY USE</b> |   |
| Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.<br>2717 Staples Avenue   |                  |                        | Policy Number:                   |   |
| City<br>City of Key West   | State<br>Florida | ZIP Code<br>33040      | Company NAIC Number              |   |
| <b>SECTION G – COMMUNITY INFORMATION (OPTIONAL)</b>  |                  |                        |                                  |   |
| The local official who is authorized by law or ordinance to administer the community's floodplain management ordinance can complete Sections A, B, C (or E), and G of this Elevation Certificate. Complete the applicable item(s) and sign below. Check the measurement used in Items G8–G10. In Puerto Rico only, enter meters. |                  |                        |                                  |   |
| G1. <input type="checkbox"/> The information in Section C was taken from other documentation that has been signed and sealed by a licensed surveyor, engineer, or architect who is authorized by law to certify elevation information. (Indicate the source and date of the elevation data in the Comments area below.)          |                  |                        |                                  |   |
| G2. <input type="checkbox"/> A community official completed Section E for a building located in Zone A (without a FEMA-issued or community-issued BFE) or Zone AO.   |                  |                        |                                  |   |
| G3. <input type="checkbox"/> The following information (Items G4–G10) is provided for community floodplain management purposes.  |                  |                        |                                  |   |
| G4. Permit Number  |                  | G5. Date Permit Issued |                                  | G6. Date Certificate of Compliance/Occupancy Issued |
| G7. This permit has been issued for: <input type="checkbox"/> New Construction <input type="checkbox"/> Substantial Improvement  |                  |                        |                                  |   |
| G8. Elevation of as-built lowest floor (including basement) of the building: _____ <input type="checkbox"/> feet <input type="checkbox"/> meters    Datum _____  |                  |                        |                                  |   |
| G9. BFE or (in Zone AO) depth of flooding at the building site: _____ <input type="checkbox"/> feet <input type="checkbox"/> meters    Datum _____   |                  |                        |                                  |   |
| G10. Community's design flood elevation: _____ <input type="checkbox"/> feet <input type="checkbox"/> meters    Datum _____  |                  |                        |                                  |   |
| Local Official's Name  |                  |                        | Title                            |   |
| Community Name   |                  |                        | Telephone                        |   |
| Signature  |                  |                        | Date                             |   |
| Comments (including type of equipment and location, per C2(e), if applicable)  |                  |                        |                                  |   |
|  |                  |                        |                                  |   |
| <input type="checkbox"/> Check here if attachments.  |                  |                        |                                  |   |

**ELEVATION CERTIFICATE****BUILDING PHOTOGRAPHS**

See Instructions for Item A6.

OMB No. 1660-0008

Expiration Date: November 30, 2018

**IMPORTANT: In these spaces, copy the corresponding information from Section A.****FOR INSURANCE COMPANY USE**Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.  
2717 Staples Avenue

Policy Number:

City  
City of Key WestState  
FloridaZIP Code  
33040

Company NAIC Number

If using the Elevation Certificate to obtain NFIP flood insurance, affix at least 2 building photographs below according to the instructions for Item A6. Identify all photographs with date taken; "Front View" and "Rear View"; and, if required, "Right Side View" and "Left Side View." When applicable, photographs must show the foundation with representative examples of the flood openings or vents, as indicated in Section A8. If submitting more photographs than will fit on this page, use the Continuation Page.



Photo One

Photo One Caption Front View (6/29/17)



Photo Two

Photo Two Caption Rear View (6/29/17)



# ELEVATION CERTIFICATE

## BUILDING PHOTOGRAPHS

Continuation Page

OMB No. 1660-0008

Expiration Date: November 30, 2018

|  |                  |                   |                                  |
|--|------------------|-------------------|----------------------------------|
| <b>IMPORTANT: In these spaces, copy the corresponding information from Section A.</b>                                    |                  |                   | <b>FOR INSURANCE COMPANY USE</b> |
| Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.<br>2717 Staples Avenue |                  |                   | Policy Number:                   |
| City<br>City of Key West   | State<br>Florida | ZIP Code<br>33040 | Company NAIC Number              |

If submitting more photographs than will fit on the preceding page, affix the additional photographs below. Identify all photographs with: date taken; "Front View" and "Rear View"; and, if required, "Right Side View" and "Left Side View." When applicable, photographs must show the foundation with representative examples of the flood openings or vents, as indicated in Section A8.

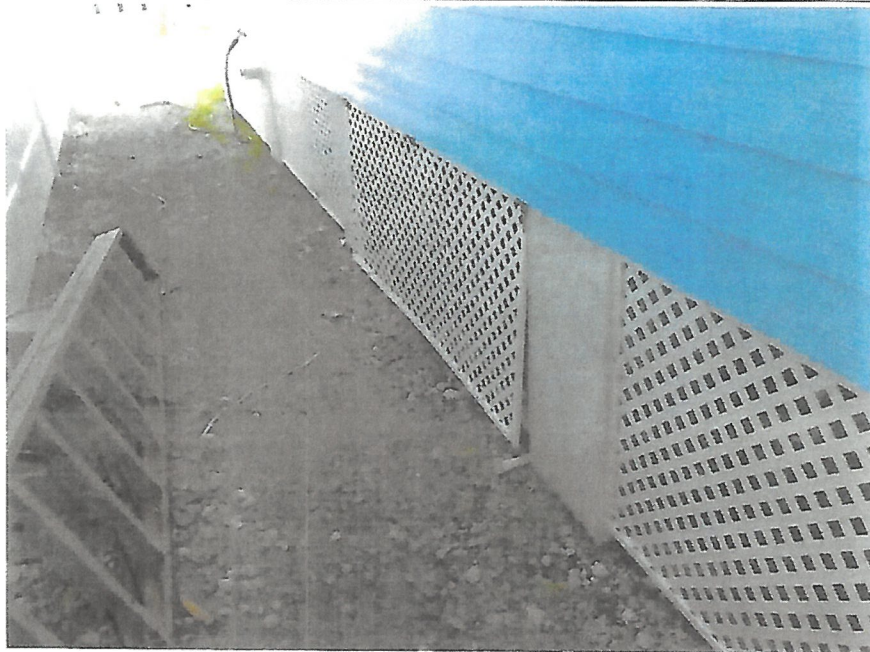


Photo One

Photo One Caption View between house and grade (6/29/17)

Photo Two

Photo Two Caption



*Year 9 BPAS*



# VERIFICATION

City of Key West  
Planning Department



**Verification Form**  
(Where Owner is the applicant)

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

2719 Staples Ave Key West FLA  
Street address of subject property

I, the undersigned, declare under penalty of perjury under the laws of the State of Florida 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.

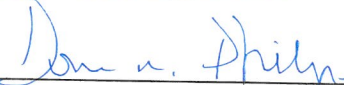
In the event the City or the Planning Department relies on any representation herein which proves to be untrue or incorrect, any action or approval based on said representation shall be subject to revocation.

  
Signature of Owner

Subscribed and sworn to (or affirmed) before me on this August 3, 2021 by

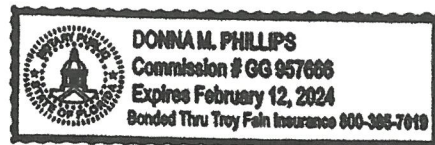
Craig Cates  
Name of Owner

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

  
Notary's Signature and Seal

Donna Phillips  
Name of Acknowledger typed, printed or stamped

GG957666  
Commission Number, if any



*Year 9 BPAS*



# WARRANTY DEED & PROPERTY CARD

Prepared by and return to:  
Erica Hughes Sterling

Spottswood, Spottswood, Spottswood & Sterling, PLLC  
500 Fleming Street  
Key West, FL 33040  
305-294-9556  
File Number: 194-21.00232 EC  
Will Call No.:

[Space Above This Line For Recording Data]

## Warranty Deed

**This Warranty Deed** made this 6th day of May, 2021 between **Debra A. Gartenmayer**, a single woman whose post office address is **2709 Staples Avenue, Key West, FL 33040**, grantor, and **Craig Cates**, an unmarried widower whose post office address is **2719 Staples Avenue, Key West, FL 33040**, grantee:

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

**Witnesseth**, that said grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said grantee, and grantee's heirs and assigns forever, the following described land, situate, lying and being in **Monroe County, Florida** to-wit:

**The East 1/2 of Lot 19, in Block 3, of CORAL REEF ESTATES, according to the map or plat thereof, as recorded in Plat Book 3, Page 36, of the Public Records of Monroe County, Florida.**

**Parcel Identification Number: 00067790-000100**

**Subject to conditions, limitations, restrictions and easements of record and taxes for the year 2021 and subsequent years.**

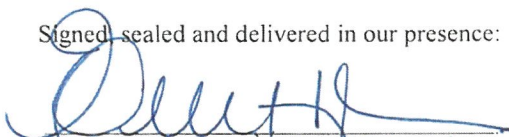
**Together** with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.


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

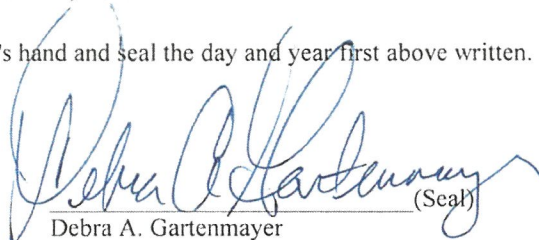
**And** the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to **December 31, 2020**.

**In Witness Whereof**, grantor has hereunto set grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

  
Witness Name: Erica H. Sterling

  
Witness Name: Diane T. Castillo

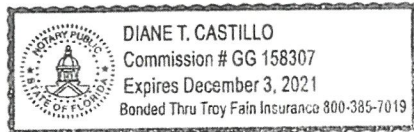
  
Debra A. Gartenmayer (Seal)



State of Florida  
County of Monroe

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 6th day of May, 2021 by Debra A. Gartenmayer, who ☐ is personally known or ☒ has produced a driver's license as identification.

[Notary Seal]



*Diane T. Castillo*  
Notary Public

Printed Name: Diane T. Castillo

My Commission Expires: \_\_\_\_\_

PREPARED BY AND RETURN TO:  
RICHARD M. KLITENICK, ESQ.  
RICHARD M. KLITENICK, P.A.  
1009 SIMONTON STREET  
KEY WEST, FL 33040  
305-292-4101  
FILE NUMBER: RE15-059  
RECORDING FEE: \$18.50  
DOCUMENTARY STAMPS PAID: \$2,030.00

[Space above this line for recording data]

## WARRANTY DEED

THIS WARRANTY DEED is made on this 23<sup>rd</sup> day of October, 2015, between T.D.J. DEVELOPMENTS & PROPERTIES, INC., a Florida corporation, whose address is 2908 Harris Avenue, Key West, FL 33040 (hereinafter referred to as 'Grantor'), and CRAIG & CHERYL CATES, husband and wife, whose address is 3405 Eagle Avenue, Key West, FL 33040 (hereinafter collectively referred to as "Grantee").

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

Witnesseth, that said Grantor, for and in consideration of the sum of TWO HUNDRED NINETY THOUSAND & 00/100<sup>ths</sup> DOLLARS (\$290,000.00) and other good and valuable consideration to said Grantor in hand paid by said Grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said Grantee, and Grantee's heirs and assigns forever, the following described land, situate, lying and being in Monroe County, Florida, bearing the street address of 2717 Staples Avenue, Key West, FL 33040, and more particularly described as:

LOT 21, BLOCK 3, CORAL REEF ESTATES, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 3, PAGE 36, OF THE PUBLIC RECORDS OF MONROE COUNTY, FLORIDA.

SUBJECT TO CONDITIONS AND RESTRICTIONS OF RECORD, IF ANY; HOWEVER, THIS DEED SHALL NOT OPERATE TO RE-IMPOSE THE SAME

SUBJECT TO: TAXES FOR THE YEAR 2015 AND SUBSEQUENT YEARS

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

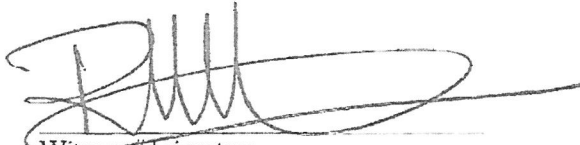
To Have and to Hold, the same in fee simple forever.

And the Grantor hereby covenants with said Grantee that the Grantor is lawfully seized of said land in fee simple; that the Grantor has good right and lawful authority to sell and convey said land; that the Grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and

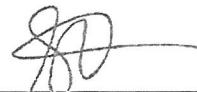
that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2014, and those items listed above.

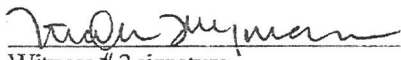
In Witness Whereof, Grantor has hereunto set their hands and seals the day and year first above written.

Signed, sealed and delivered in our presence:

  
Witness #1 signature  
Print name: RICHARD M. KLITENICK

T.D.J. DEVELOPMENTS & PROPERTIES, INC., a  
Florida corporation

By:   
Steadman D. Jackson, President

  
Witness #2 signature  
Print name: NICOLE TWYMAN

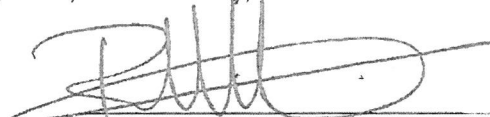
STATE OF FLORIDA  
COUNTY OF MONROE

I HEREBY CERTIFY that on this day personally appeared before me, an officer duly authorized to administer oaths and take acknowledgements, STEADMAN D. JACKSON, who is personally known to me; or, who produced N/A, as identification, to be the same person who is the named corporate principal Grantor in the foregoing Warranty Deed, and he acknowledged to me that he executed the same freely and voluntarily for the purposes therein expressed, with all requisite corporate authority.

WITNESS my hand and Official Seal at Key West, Monroe County, State of Florida on this 23<sup>rd</sup> day of October, 2015.

(STAMP/SEAL)



  
Notary Public-State of FL  
Commission Expires: 11-11-2016



### 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 00067790-000000  
 Account# 1071722  
 Property ID 1071722  
 Millage Group 10KW  
 Location 2719 STAPLES Ave, KEY WEST  
 Address  
 Legal Description BK 3 E 1/2 OF LT 19 & ALL LT 21 CORAL REEF ESTATES PB3-36 OR323-206/07 OR615-532 OR752-1301 OR809-1236 OR1012-1832 OR1016-1689/90 OR1871-1797 OR1978-1736 OR2089-1268 OR2683-1015 OR2724-232/34 OR2766-1285/86 OR3099-140  
 (Note: Not to be used on legal documents.)  
 Neighborhood 6185  
 Property Class SINGLE FAMILY RESID (0100)  
 Subdivision Coral Reef Estates  
 Sec/Twp/Rng 04/68/25  
 Affordable No  
 Housing



### Owner

CATES CRAIG  
 2719 Staples Ave  
 Key West FL 33040

### Valuation

|                            | 2020       | 2019       | 2018       | 2017      |
|----------------------------|------------|------------|------------|-----------|
| + Market Improvement Value | \$467,525  | \$467,525  | \$472,248  | \$0       |
| + Market Misc Value        | \$22,394   | \$22,885   | \$23,377   | \$0       |
| + Market Land Value        | \$250,075  | \$243,976  | \$228,727  | \$219,578 |
| = Just Market Value        | \$739,994  | \$734,386  | \$724,352  | \$219,578 |
| = Total Assessed Value     | \$593,567  | \$580,222  | \$569,404  | \$219,578 |
| - School Exempt Value      | (\$25,000) | (\$25,000) | (\$25,000) | \$0       |
| = School Taxable Value     | \$568,567  | \$555,222  | \$544,404  | \$219,578 |

### Land

| Land Use               | Number of Units | Unit Type   | Frontage | Depth |
|------------------------|-----------------|-------------|----------|-------|
| RESIDENTIAL DRY (010D) | 9,059.00        | Square Foot | 57.5     | 105   |

### Buildings

Building ID 62396  
 Style 2 STORY ELEV FOUNDATION  
 Building Type S.F.R. - R1 / R1  
 Gross Sq Ft 3742  
 Finished Sq Ft 3542  
 Stories 2 Floor  
 Condition GOOD  
 Perimeter 0  
 Functional Obs 0  
 Economic Obs 0  
 Depreciation % 2  
 Interior Walls DRYWALL

Exterior Walls HARDIE BD  
 Year Built 2017  
 EffectiveYearBuilt 2017  
 Foundation CONC BLOCK  
 Roof Type GABLE/HIP  
 Roof Coverage METAL  
 Flooring Type CERM/CLAY TILE  
 Heating Type  
 Bedrooms 3  
 Full Bathrooms 2  
 Half Bathrooms 0  
 Grade 450  
 Number of Fire Pl 0

| Code  | Description    | Sketch Area | Finished Area | Perimeter |
|-------|----------------|-------------|---------------|-----------|
| OPX   | EXC OPEN PORCH | 200         | 0             | 66        |
| FLA   | FLOOR LIV AREA | 3,542       | 3,542         | 338       |
| TOTAL |                | 3,742       | 3,542         | 404       |

## Yard Items

| Description | Year Built | Roll Year | Quantity | Units  | Grade |
|-------------|------------|-----------|----------|--------|-------|
| BRICK PATIO | 2017       | 2018      | 1        | 108 SF | 2     |
| RES POOL    | 2017       | 2018      | 1        | 150 SF | 5     |
| TIKI        | 2017       | 2018      | 1        | 192 SF | 3     |
| CARPORT FIN | 2017       | 2018      | 1        | 621    | 2     |

## Sales

| Sale Date  | Sale Price | Instrument           | Instrument Number | Deed Book | Deed Page | Sale Qualification | Vacant or Improved |
|------------|------------|----------------------|-------------------|-----------|-----------|--------------------|--------------------|
| 5/6/2021   | \$155,000  | Warranty Deed        | 2320710           | 3099      | 0140      | 37 - Unqualified   | Improved           |
| 12/2/2020  | \$0        | Death Certificate    |                   |           |           | 88 - Unqualified   | Improved           |
| 10/23/2015 | \$290,000  | Warranty Deed        |                   | 2766      | 1285      | 02 - Qualified     | Vacant             |
| 1/9/2015   | \$276,300  | Warranty Deed        |                   | 2724      | 232       | 12 - Unqualified   | Vacant             |
| 5/8/2014   | \$100      | Certificate of Title |                   | 2683      | 1015      | 12 - Unqualified   | Improved           |
| 2/22/2005  | \$895,000  | Warranty Deed        |                   | 2089      | 1268      | Q - Qualified      | Improved           |
| 2/20/2004  | \$739,000  | Warranty Deed        |                   | 1978      | 1736      | Q - Qualified      | Improved           |
| 6/1/1987   | \$160,000  | Warranty Deed        |                   | 1016      | 1689      | M - Unqualified    | Improved           |

## Permits

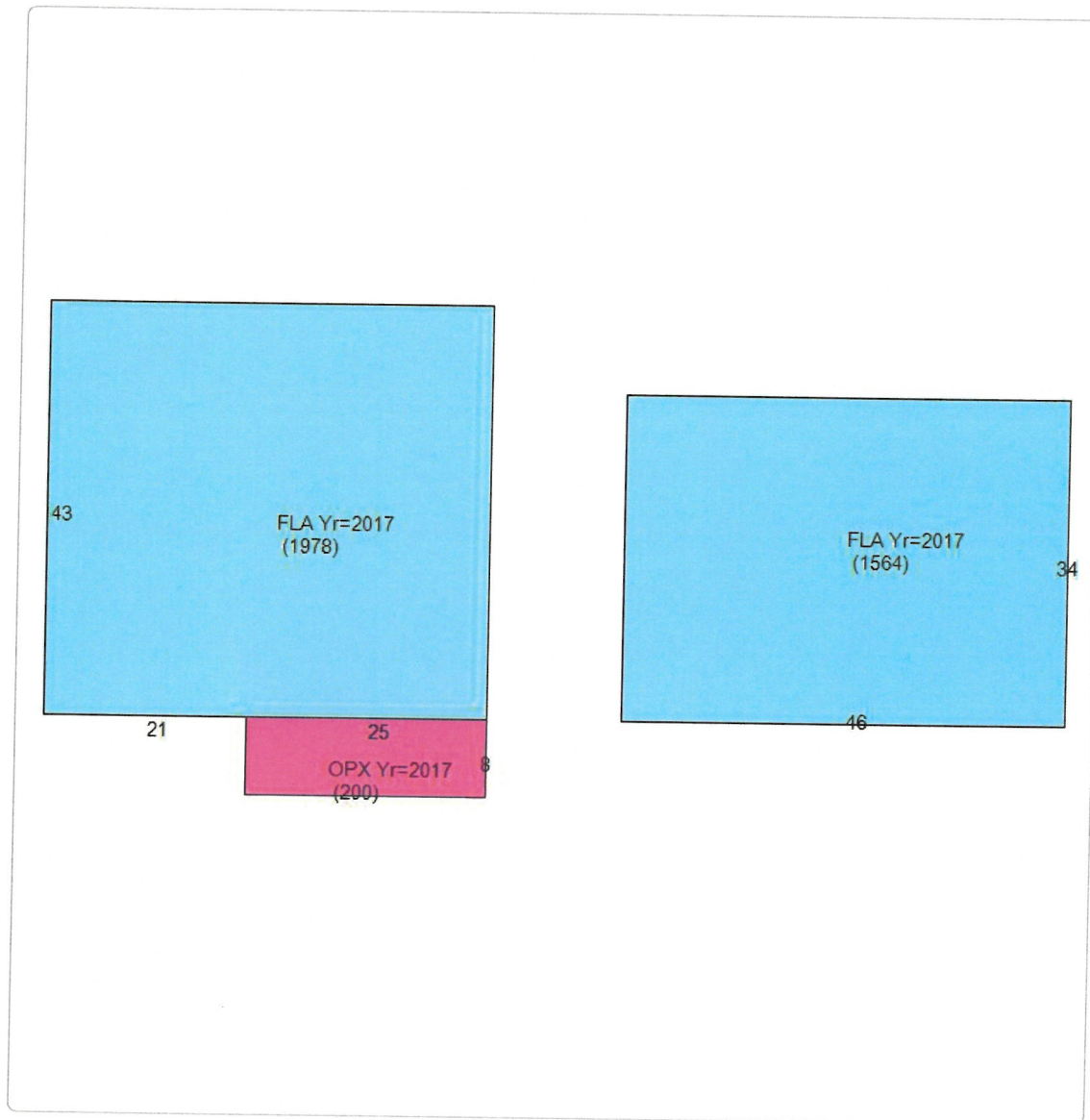
| Number  | Date Issued | Date Completed | Amount    | Permit Type | Notes   |
|---------|-------------|----------------|-----------|-------------|---|
| 20-0354 | 1/30/2020   | 1/31/2020      | \$0       | Residential | PARTIAL GUTTER INSTALLATION.  |
| 18-0543 | 2/8/2018    | 2/27/2018      | \$0       | Residential | INSTALL GRACE ICE & WATERSHEILD PEEL & STICK. INSTALL 5 V CRIMP GALVALUME METAL ROOFING.  |
| 17-3849 | 12/6/2017   | 2/21/2018      | \$33,300  | Residential | BUILD NEW 26'6 X 23' CARPORT WOOD STRUCTURE AS PER PLANS.   |
| 17-1443 | 4/10/2017   | 4/19/2017      | \$2,450   | Residential | COMPLETE ELECTRICAL INSTALLATION FOR SINGLE FAMILY HOME 200 A ADDITIONAL INSTALLATION ON FRONT PORCH & BACK PORCH & INSTALLATION OF A/C UNITS.                    |
| 17-1303 | 3/31/2017   | 4/27/2017      | \$9,850   | Residential | ROOFING ON SINGLE FAMILY HOME.  |
| 17-1287 | 3/29/2017   | 6/22/2017      | \$26,716  | Residential | PLUMBING FOR SINGLE FAMILY HOME ONLY.   |
| 17-1197 | 3/23/2017   | 6/27/2017      | \$6,000   | Residential | MECHANICAL ON SINGLE FAMILY HOME.   |
| 17-0436 | 2/3/2017    | 7/10/2017      | \$30,750  | Residential | BUILT 10 X 15 POOL WITH EQUIPMENT.  |
| 16-4680 | 12/6/2016   | 6/27/2017      | \$168,700 | Residential | NEW SINGLE FAMILY HOME. REVISION TO PERMIT ON 5/24/17 INSTALL LATTICE AROUND EAST & WEST FOUNDATION AND 1"X6" WOOD PANEL WOOD FRAME NORTH & SOUTH, TOTAL 1983 SF. |
| 16-4421 | 11/10/2016  | 3/13/2017      | \$35,700  | Residential | FOUNDATION OF SINGLE FAMILY HOME.   |
| 14-4906 | 10/27/2014  | 11/14/2014     | \$8,000   | Residential | DEMOLISH SINGLE FAMILY RESIDENCE INCLUDING SLABS, GUEST HOUSE, OVERHANG AND ALL SLAB WORK, SLAB PAD, GRADE EARTH UPON COMPLETION HAUL DEMO DEBRIS TO LANDFILL.    |
| 14-4909 | 10/27/2014  | 11/14/2014     | \$650     | Residential | CAP OFF ALL ELECTRIC FOR COMPLETE DEMO ONLY.  |
| 09-1497 | 5/21/2009   | 7/22/2013      | \$150     | Residential | DEMO 4 X 20 CONCRETE WALL   |
| 05-2503 | 6/22/2005   | 12/31/2005     | \$400     | Residential | demo 450sf of patio   |
| 05-0660 | 3/4/2005    | 12/31/2005     | \$600     | Residential | REPLACE 4FT OF CBS FENCE  |
| 05-0266 | 1/28/2005   | 12/31/2005     | \$800     | Residential | REPLACE SEWER LATERAL   |
| 04-2556 | 8/27/2004   | 12/31/2005     | \$200,000 | Residential | NEW SFR   |

## View Tax Info

[View Taxes for this Parcel](#)

## Sketches (click to enlarge)



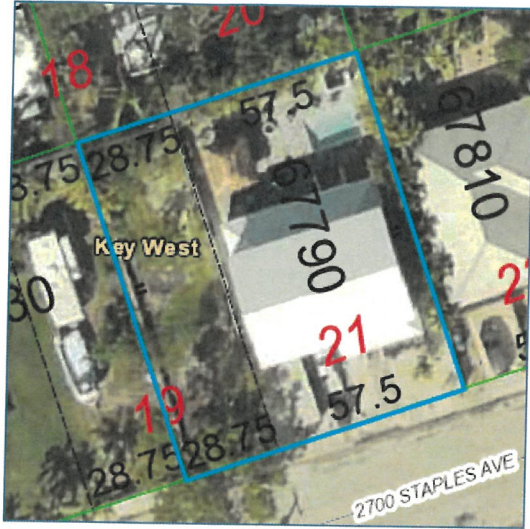


### Photos





## Map



## TRIM Notice

[2020 TRIM Notice \(PDF\)](#)

## 2020 Notices Only

No data available for the following modules: Commercial Buildings, Mobile Home Buildings, Exemptions.

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

[User Privacy Policy](#)  
[GDPR Privacy Notice](#)

Last Data Upload: 8/3/2021, 2:16:20 AM

Developed by  
 **Schneider**  
GEOSPATIAL

Version 2.3.137

*Year 9 BPAS*



# SITE PLAN

NEW ACCESSORY UNIT

2719 STAPLES AVE

PROJECT DESCRIPTION:

THE PROJECT INVOLVES CONSTRUCTION OF A NEW RESIDENTIAL AFORDABLE ACCESSORY DWELLING UNIT.

THE GENERAL SCOPE OF WORK INCLUDES:

- 1. MINOR GRADING OF EXISTING SITE.
- 2. DRILLED PIER FOUNDATION.
- 3. WOOD FRAME SINGLE STORY RESIDENCE WITH METAL ROOF.
- 4. PLUMBING, ELECTRICAL AND HVAC AS SHOWN.
- 5. NEW DRIVE AND PORCH AREA CONSTRUCTED WITH PERVIOUS CONCRETE PAVERS.

|                   |  |
|-------------------|--|
| SITE DATA         | 6/22/21  |
| RE NUMBER         | 00067790-000000  |
| ACCT NUMBER       | 1071722  |
| OWNER             | CRAG CATES   |
| LOCATION          | 2719 STAPLES AVE<br>KEY WEST, FL 33040   |
| LEGAL DESCRIPTION | BK 3 E 1/2 OF LT 19 & ALL LT 21 CORAL REEF<br>ESTATES PB3-36 OR323-206/07 OR615-532<br>OR752-1301 OR809-1236 OR1012-1832<br>OR1016-1689/90 OR1871-1797<br>OR1978-1736 OR2089-1268 OR2683-1015<br>OR2724-232/34 OR2766-1285/86 OR3099-140<br>6185 |
| NEIGHBORHOOD      | 6185   |
| PROPERTY          | SINGLE FAMILY RESIDENCE (O100)   |
| ZONING            | SF   |
| SEC/TWP/RNG       | 04/68/25   |
| AFFORDABLE        | NO   |



LOCATION MAP

NTS



DRAWING INDEX:

|     |                                   |
|-----|-----------------------------------|
| C-0 | COVER SHEET                       |
| C-1 | EXISTING SURVEY AND NEW SITE PLAN |
| A-1 | PROPOSED BUILDING FLOOR PLAN      |
| A-2 | FRONT ELEVATION                   |

NOTES:

- 1. DESIGN IS PER 2020 FBC & ASCE-7-16 FOR 180 MPH WIND, EXP C.
- 2. DESIGN LOADS:

|                   |           |
|-------------------|-----------|
| ATTICS            | 20 PSF    |
| BEDROOMS          | 30 PSF    |
| ALL OTHER ROOMS   | 40 PSF    |
| GARAGE            | 50 PSF    |
| ROOF              | 20 PSF    |
| SOIL LOAD BEARING | 2,000 PSF |

|                        |                          |
|------------------------|--------------------------|
| WIND LOADS             | A=4'                     |
| ROOFING                | ZONE 1 +29.5/-89.9 PSF   |
| ROOFING                | ZONE 2e +29.5/-89.9 PSF  |
| ROOFING                | ZONE 2n +29.5/-131.2 PSF |
| ROOFING                | ZONE 2r +29.5/-131.2 PSF |
| ROOFING                | ZONE 3e +29.5/-131.2 PSF |
| ROOFING                | ZONE 2r +29.5/-155.9 PSF |
| ROOFING OVERHANG       | ZONE 1 +29.5/-103.1 PSF  |
| ROOFING OVERHANG       | ZONE 2e +29.5/-103.1 PSF |
| ROOFING OVERHANG       | ZONE 2n +29.5/-144.4 PSF |
| ROOFING OVERHANG       | ZONE 2r +29.5/-144.4 PSF |
| ROOFING OVERHANG       | ZONE 3e +29.5/-169.1 PSF |
| ROOFING OVERHANG       | ZONE 3r +29.5/-198.0 PSF |
| STUCCO, DOORS, WINDOWS | ZONE 4 +48.7/-52.8 PSF   |
| STUCCO, DOORS, WINDOWS | ZONE 5 +48.7/-63.1 PSF   |

|                   |           |
|-------------------|-----------|
| FLOOD ZONE        | AE8       |
| LOWEST FLOOR ELEV | 9.5' NGVD |

- 3. ALL TRASH AND DEMOLITION MATERIALS SHALL BE REMOVED TO AN APPROVED SITE.
- 4. ALL ELECTRICAL AND PLUMBING WORK SHALL BE PER 2020 FBC.
- 5. ALL EXTERIOR GLAZED OPENINGS SHALL BE PROTECTED FROM WIND BORNE DEBRIS PER THE 2020 FBC.
- 6. ALL WORK MEETS THE REQUIREMENTS OF ASCE 24-05.
- 7. USE FLOOD-RESISTANT MATERIALS AT ALL NEW CONSTRUCTION BELOW THE BASE FLOOD ELEVATION.
- 8. ALL CONCRETE SHALL BE MINIMUM 3,000 PSI.
- 9. REBAR SHALL BE GRADE 60.
- 10. LAP ALL REBAR MINIMUM 48 BAR DIAMETERS.
- 11. MINIMUM CONCRETE COVER ON REBAR - 3" CAST AGAINST EARTH, 2" FOR FORMED CONCRETE.
- 16. TREAT SOIL FOR TERMITES UNDER ALL CONCRETE SLABS ON GRADE.
- 14. ALL HARDWARE SHALL BE STAINLESS STEEL OR HOT DIPPED GALVANIZED.
- 15. ALL LUMBER SHALL BE PT NO 2 SP OR BETTER.
- 16. CONTRACTOR IS RESPONSIBLE FOR ALL LAYOUT AND COORDINATION.
- 17. NOTIFY ENGINEER IF FIELD CONDITIONS ARE DIFFERENT THAN SHOWN.

|   |  |                |                |                |
|---|--|----------------|----------------|----------------|
| Site Data Table for:                            | New Accessory Unit on combined half lot, 28.75'x105.03'=3,020 sf |                |                |                |
|   | Both units combined  |                |                |                |
|   | Code   | Existing       | Proposed       | Variance       |
|   | Requirement  |                |                | Requested      |
| Address   | 2719 Staples Ave   |                |                |                |
| RE Number                                       | 00067790-000000  |                |                |                |
| Zoning  | SF-Single Family   |                |                |                |
| Flood Zone                                      | AE 8'  |                | 9.5'           | No             |
| Building Height                                 | 25'+5'-30'   |                | 16.5'          | No             |
| Front Setback                                   | 30' or St avg 20'  | 20'            | 40'            | No             |
| Side Setback                                    | 5'   | 5'             | 5'             | No             |
| Rear Setback                                    | 25'  | 36.2'          | 25'            | No             |
| Lot Size Combined 86.25'x105.03'                | 6,000 sf   | 6,039 sf       | 9,059 sf       | No             |
| Residential Floor Area ADU 960+House 3,556 sf   | 9059 sf  | 3,556 sf       | 4,516 sf       | No             |
| Density 1+.55=1.55 du, 8 du/acre=1 per 5,445 sf | 9,059/5,445=1.66 du  | 1 du           | 1.55 du        | No             |
| Building Coverage (960+2,661)/9,059=40%         | 35% Max  | 2,661 sf - 44% | 3,621 sf - 40% | Exist Variance |
| Impervious Surface 960+2,706=318                | 50% Max  | 2,706 sf - 44% | 3,666-40%      | No             |
| Parking 1 per du, w/ acc unit 1.55 spaces       | 2 spaces   | 2 spaces       | 3 spaces       | No             |
| Open space (2,417+2,055)/9,059                  | 35% Min  | 2,417 sf - 40% | 4,472 sf-49%   | No             |



Bush  
Sneed, PE

Digitally signed by Bush  
Sneed, PE  
DN: cn=Bush Sneed, PE, o, ou,  
email=bushs@charterconstruc  
tion.com, c=US  
Date: 2021.08.02 07:49:40  
+04'00'

BUSH SNEED, PE  
12 DRIFTWOOD DRIVE  
KEY WEST, FL 33040  
305-296-0270  
FL PE # 70168

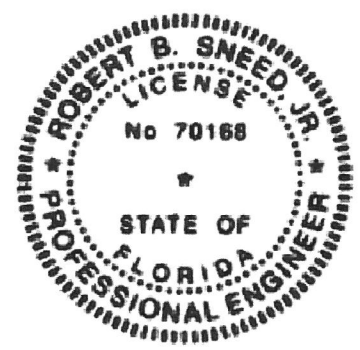
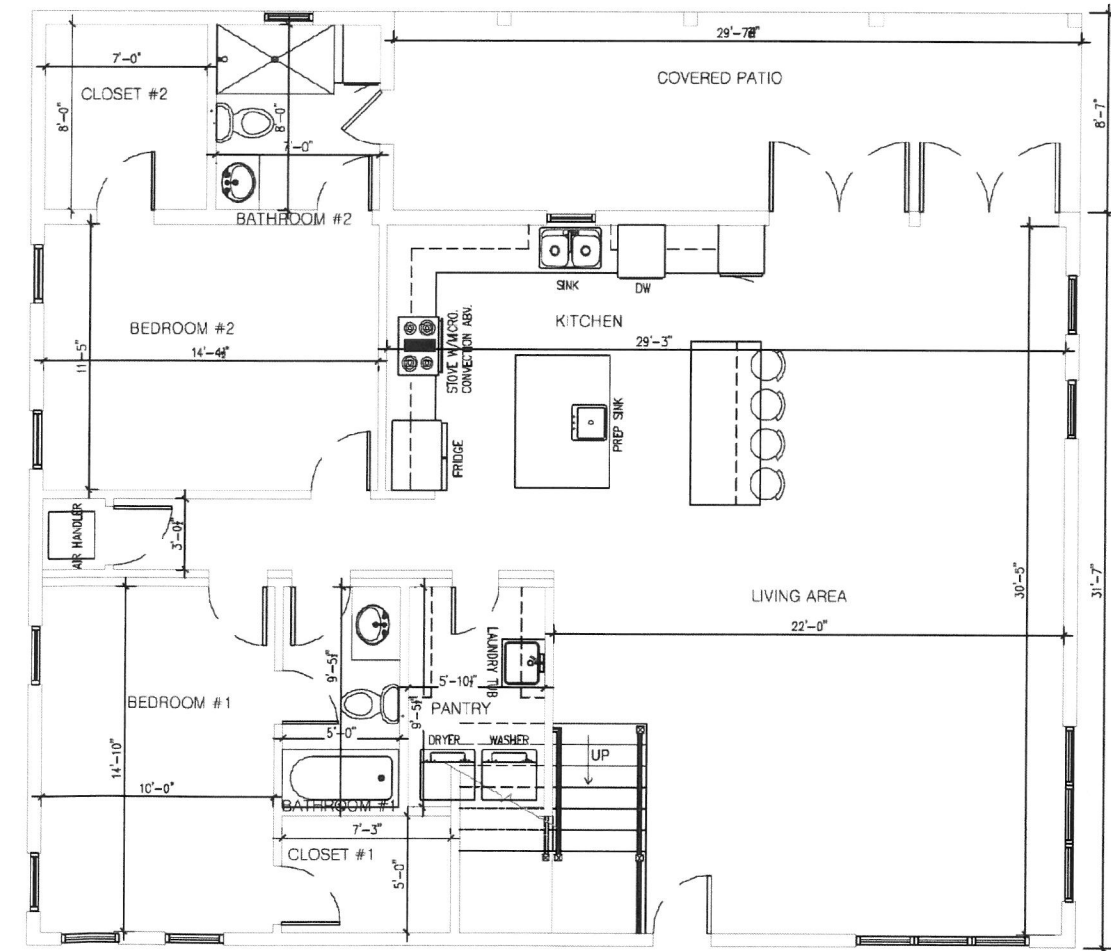
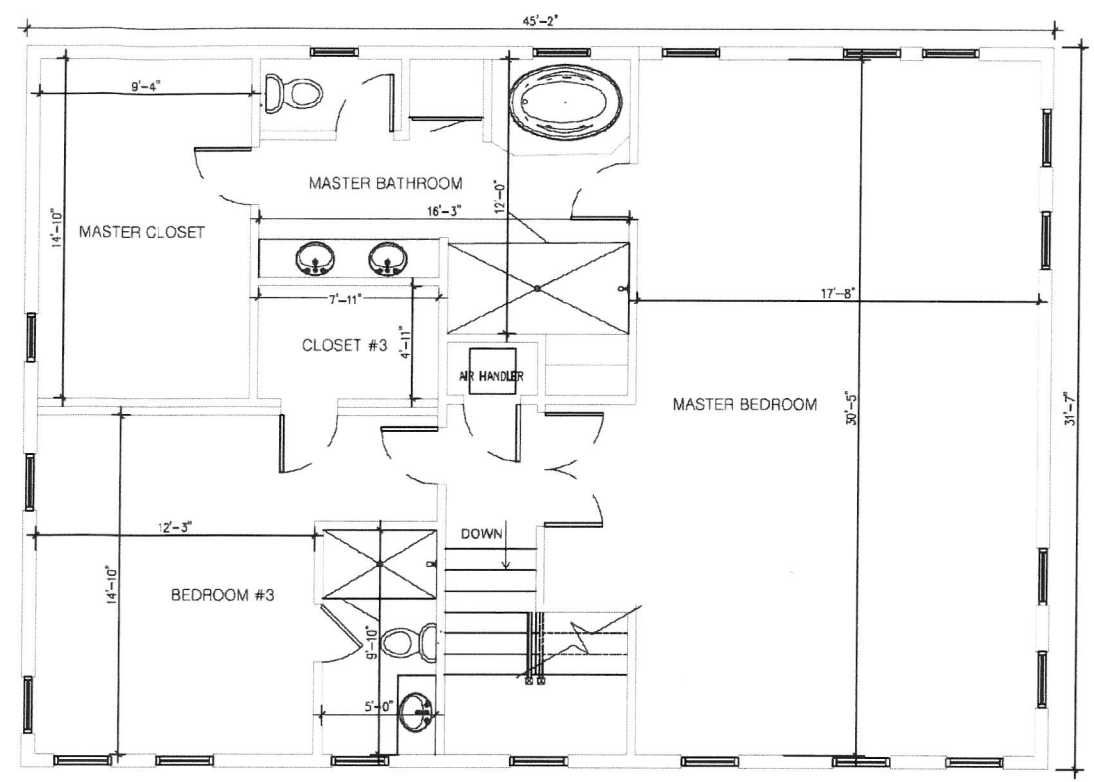
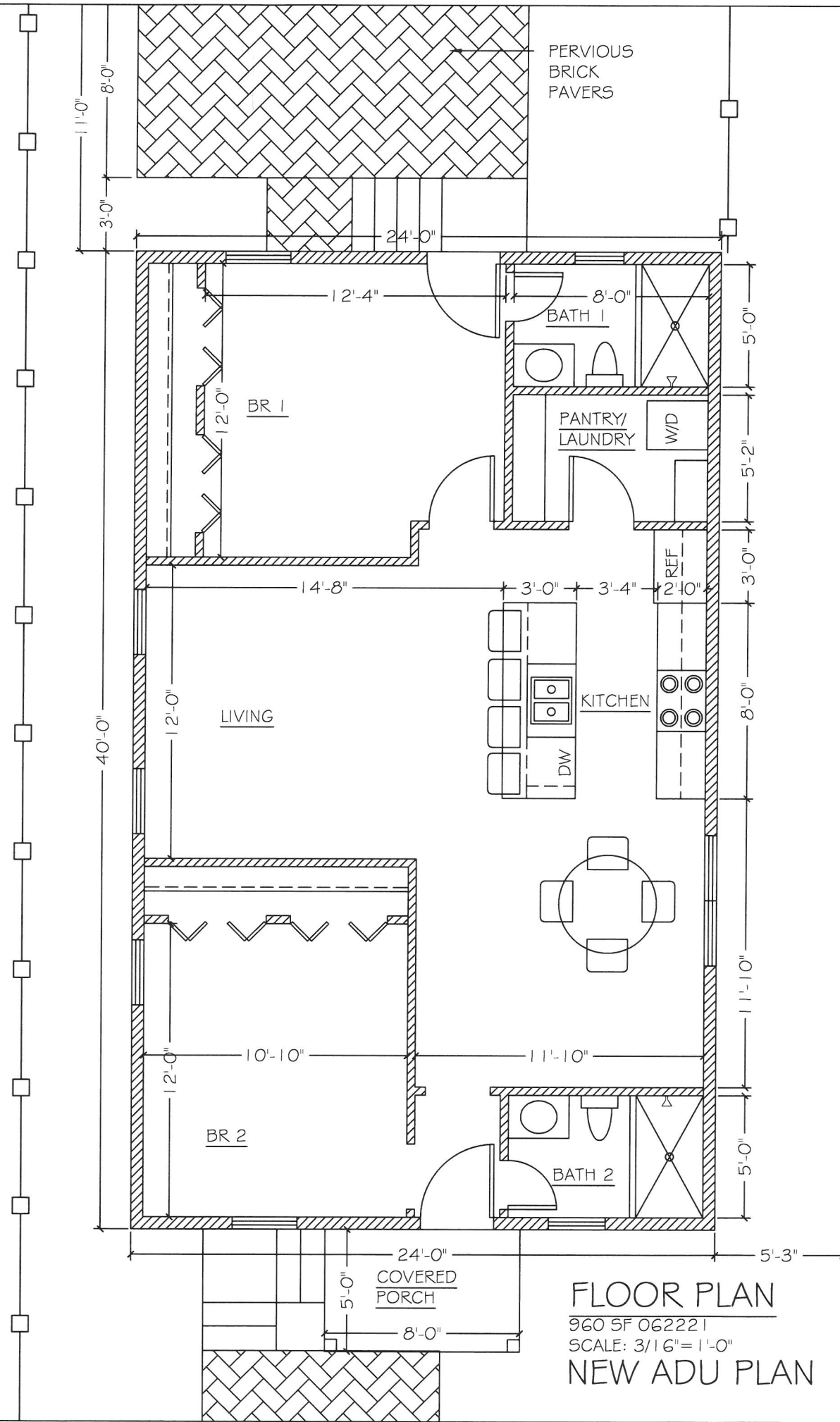
ACCESSORY UNIT  
2719 STAPLES AVE

COVER SHEET

DRAWN BY:  
K35  
DATE:  
REV 7-29-21  
SCALE:  
AS NOTED  
SHEET NUMBER:

C-0

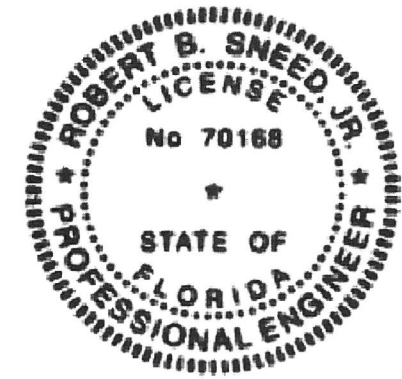




Bush Sneed, PE

Digitally signed by  
Bush Sneed, PE  
DN: cn=Bush Sneed, PE,  
o, ou,  
email=bushs@charterc  
onstruction.com, c=US  
Date: 2021.08.02  
07:50:29 -04'00'

|   |                                    |                   |                  |                      |                    |                      |
|---|------------------------------------|-------------------|------------------|----------------------|--------------------|----------------------|
| BUSH SNEED, PE<br>12 DRIFTWOOD DRIVE<br>KEY WEST, FL 33040<br>305-296-0270<br>FL PE # 70168 | ACCESSORY UNIT<br>2719 STAPLES AVE | FLOOR PLAN 960 SF | DRAWN BY:<br>RBS | DATE:<br>REV 6-23-21 | SCALE:<br>AS NOTED | SHEET NUMBER:<br>A-1 |
|---|------------------------------------|-------------------|------------------|----------------------|--------------------|----------------------|



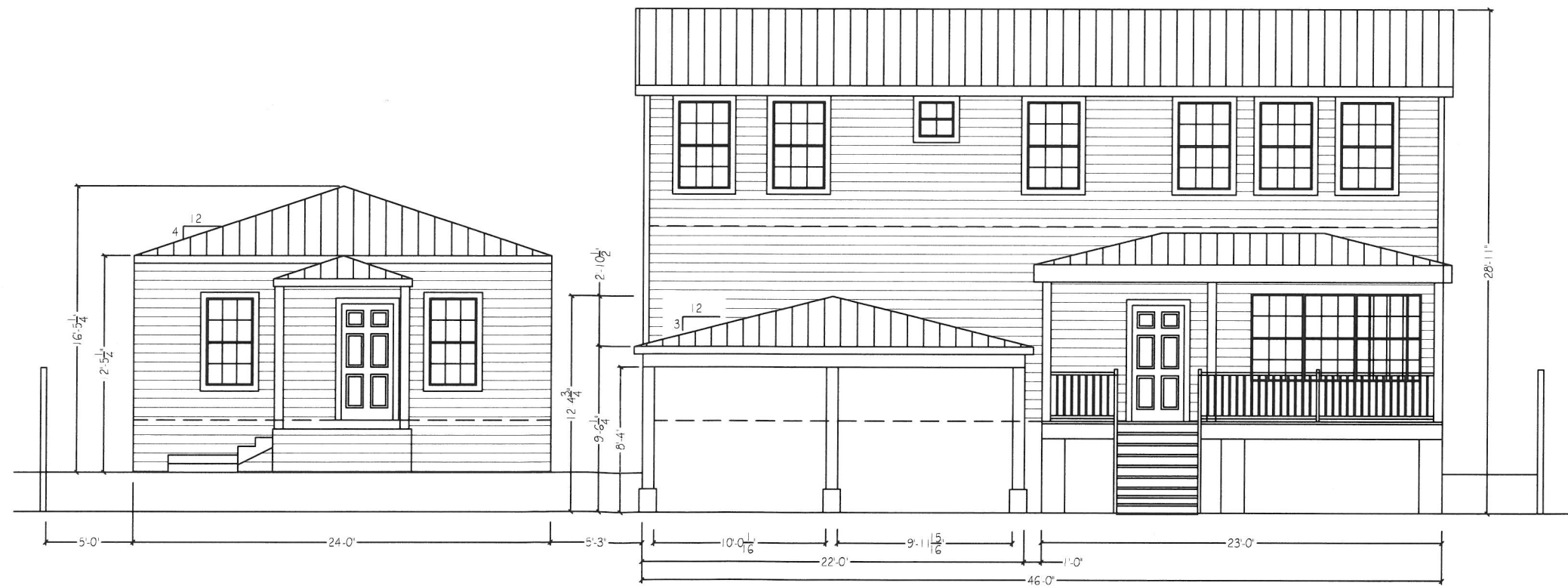
Bush  
Sneed, PE

Digitally signed by Bush  
Sneed, PE  
DN: cn=Bush Sneed, PE, o, ou,  
email=bushs@charterconstruc  
tion.com, c=US  
Date: 2021.08.02 07:50:43  
-04'00'

BUSH SNEED, PE  
12 DRIFTWOOD DRIVE  
KEY WEST, FL 33040  
305-296-0270  
FL PE # 70168

ACCESSORY UNIT  
2719 STAPLES AVE

FRONT ELEVATION



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

DRAWN BY:  
R35  
DATE:  
REV 7-29-21  
SCALE:  
AS NOTED

SHEET NUMBER:

A-2



*Year 9 BPAS*



# CERTIFICATION



## Exhibit C – Applicant’s Estimated Score Sheet Building Permit Allocation System Application

305-809-3720 • 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:** Craig Cates **Site Address:** 2719 Staples Ave

**Number and type of Units Requested:** Market Rate 1 Affordable       

**Prerequisite Development Type:** Major Construction/ Renovation         
Minor Renovation 1

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

*Initial here*

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

- |    |  |                      |
|----|--|----------------------|
| 1  | Building more than 1.5' higher than the base flood elevation (+5)  | Points <u>5</u>      |
| 2  | Voluntarily providing affordable housing units (+10)   | Points <u>      </u> |
| 3  | Achieving Green Building Certification Upgrade 1 (+30)   | Points <u>      </u> |
| 4  | Achieving Green Building Certification Upgrade 2 (+40)   | Points <u>      </u> |
| 5  | Achieving Green Building Certification Upgrade 3 (+60)   | Points <u>      </u> |
| 6  | Voluntary contributions to the Arts In Public Places Fund or Tree Fund in the amount of \$1,000 or more (+10)                      | Points <u>      </u> |
| 7  | Design by a LEED accredited architect (+10)  | Points <u>      </u> |
| 8  | Providing electrical high voltage sized conduit for future electric car charging station near parking area (+5)                    | Points <u>5</u>      |
| 9  | Using light colored, high reflectivity materials for all non-roof/ areas with a Solar Reflectance Index (SRI) of at least 29 (+10) | Points <u>      </u> |
| 10 | Using light colored, high reflectivity roofing materials with a Solar Reflectance Index (SRI) of at least 29 (+5)                  | Points <u>5</u>      |
| 11 | Designing the buildings with a vegetated roof of at least 50% of the roof area (+15)   | Points <u>      </u> |

**TOTAL ESTIMATED POINTS** 15

City of Key West • Exhibit C – Estimated Score Sheet  
Building Permit Allocation System (BPAS) Application

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

- |    |  |              |
|----|--|--------------|
| 1  | Building more than 1.5' higher than the base flood elevation (+5)  | Points _____ |
| 2  | Exceeding the minimum required percentage of affordable housing (+5)   | Points _____ |
| 3  | Achieving Green Building Certification Upgrade 1 (+30)   | Points _____ |
| 4  | Achieving Green Building Certification Upgrade 2 (+40)   | Points _____ |
| 5  | Achieving Green Building Certification Upgrade 3 (+60)   | Points _____ |
| 6  | Voluntary contribution to the Arts In Public Places Fund or Tree Fund in the amount of \$5,000 or more (+10)                       | Points _____ |
| 7  | Design by a LEED accredited architect (+10)  | Points _____ |
| 8  | Providing electrical high voltage sized conduit for future electric car charging station near parking area (+5)                    | Points _____ |
| 9  | Using light colored, high reflectivity materials for all non-roof/ areas with a Solar Reflectance Index (SRI) of at least 29 (+10) | Points _____ |
| 10 | Providing additional on-site open space or on-site recreational facilities (+10)   | Points _____ |
| 11 | Designing the buildings with a vegetated roof of at least 50% of the roof area (+15)   | Points _____ |

**TOTAL ESTIMATED POINTS** \_\_\_\_\_

*Year 9 BPAS*



# ESTIMATED SCORE SHEET



# Exhibit D – BPAS Certification Form

## Building Permit Allocation System Application

305-809-3720 • 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 15. 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.

  
Signature of applicant

8/2/21  
Date

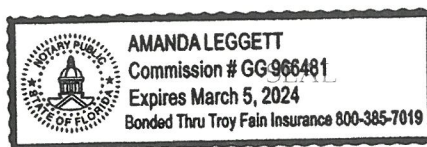
Craig Cates  
Print name of Applicant

Subscribed and sworn to (or affirmed) before me on this 2nd day of August, 2021,  
by Craig Cates (name of person signing the application)  
as Owner (type of authority...e.g. officer, manager/member, trustee,  
attorney)  
for \_\_\_\_\_ (name of entity or party on behalf of whom application was  
executed).

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

  
Notary's Signature and Seal

Amanda Leggett  
Name of Acknowledger typed, printed or stamped



GG966481  
Commission Number, if any



*Year 9 BPAS*



# FGBC CHECKLIST

| FGBC Home Score                 |               |                    | Version 12 Rev 1.0 |
|---------------------------------|---------------|--------------------|--------------------|
| Category                        | Your Score    | Required Min - Max |                    |
| Category 1: Energy              | 24            | 30 - 75            |                    |
| Category 2: Water               | 27            | 15 - 40            |                    |
| Category 3: Lot Choice          | 13            | 0 - 15             |                    |
| Category 4: Site                | 9             | 5 - 30             |                    |
| Category 5: Health              | 16            | 15 - 35            |                    |
| Category 6: Materials           | 13            | 10 - 35            |                    |
| Category 7: Disaster Mitigation | 16            | 5 - 30             |                    |
| Category 8: General             | 25            | 0 - 40             |                    |
| Total:                          | <b>143</b>    |                    |                    |
| Total Need:                     | <b>106</b>    |                    |                    |
| <b>Certified Home Score</b>     | <b>137</b>    |                    |                    |
| Certification Level:            | <b>Silver</b> |                    |                    |

The Total Need number will automatically adjust as points are earned for each criteria in the checklist.

| Home Address                           |
|--|
| 2719 Staples Ave<br>Key West, FL 33040 |

*Year 9 BPAS*



# DRAFT RANKING



## CITY OF KEY WEST, FLORIDA PLANNING DEPARTMENT

1300 White Street ■ Key West, Florida 33040 ■ Main: 305.809.3764

December 17, 2021

Craig Cates  
2719 Staples Ave  
Key West, FL 33040

Re: Staff Comments for Year 9 Building Permit Allocation System (BPAS) Application  
2719 Staples Ave (RE # 0006790-000000) Property Owner: Craig Cates

Dear Mr. Cates,

Thank you for your BPAS application for one (1) affordable-rate residential dwelling unit on property located at 2719 Staples Avenue. 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

- Complete.

### BPAS Prerequisites

- ✓ Sec. 108-997 (b) (1) a. – All new units shall be constructed in compliance with and obtain a baseline green building certification.

Status: Verified. The submitted FGBC checklist gives this project a score of 137 points resulting in "Silver Certification".

Applicant Action: If applicant revises the Exhibit D BPAS Certification form to swear to adhering FGBC, the applicant may be eligible for 20 additional bonus points.

- ✓ All new buildings shall be constructed with a rainwater catchment system that will hold a minimum 300 gallons of water or an amount equivalent to 100% of the new roof area in gallons whichever is greater. If the cistern will be used for drinking water, appropriate precautions must be taken.

Status: Additional details are needed in Solution Statement to qualify, including intent to provide a rainwater catchment system and the storage amount.

Applicant Action: Please update solution statement with required details.

- ✓ Sec. 108-997 (b) (1) b. - All new buildings shall be constructed so as to have the first habitable floor 1.5 feet above the required base flood elevation, with the exception of 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.

Status: Prerequisite met. The applicant shows the first finished floor at 9.67 feet NGVD, the parcel is in the AE-7 flood zone.

Applicant Action: None.

### **BPAS Scoring Criteria**

Staff has verified a total of 10 points. Applicant is advised that any edits to this may result in additional review. The points claimed in Exhibit C and D have been verified by staff. The applicant is claiming 15 points for the following:

- a. Building more than 1.5 higher than flood base elevation.

Status: Staff Verified, 5 points

Applicant Action: None

- b. Provide electrical high voltage sized conduit for future electric car charging station near parking lot:

Status: Applicant has provided information of intent in the Solution Statement. Staff verified at 5 points.

Applicant Action: None

### **Additional Documentation & Comments**

No additional comments at this time.


### **General Information**

**Draft Rankings:** A preliminary draft copy of the Year 9 BPAS application rankings is attached, so that you can get a sense of how your projects compares to other proposals. All BPAS applications are scored and ranked with the highest scores being first for award. Market-rate unit requests compete separately from affordable-rate unit requests. You may make changes to your project that change the Estimated BPAS Score Sheet. After the deadline below, changes to the Estimated BPAS Score Sheet will no longer be allowed.

**Deadline:** Please submit one (1) paper copy and an electronic copy of your response and the requested revisions to the Planning Department no later than **5:00 p.m. on Friday, January 21, 2022.**

**Assistance:** Please contact us with any questions or need for clarification. Planning staff is available to meet with you to discuss your application in greater detail.

Sincerely,

  
Katie P. Halloran, Director  
Planning Department  
City of Key West  
1300 White Street  
Key West, FL 33040

| CITY OF KEY WEST BUILDING PERMIT ALLOCATION SYSTEM (BPAS)   |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |
|---|----|------|------|-----------------|---|-------------|------------------------|--|--|--|---------------------|---------------------|---------------------|--|---|--|----------------------------|-----------------------------|--|
| YEAR 9 PRELIMINARY RANKINGS   |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |
|   |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |
|   |    |      |      | Units Requested | Equivalent Single-Family Unit (ESFU) Factor | Total ESFUs | Major/Minor Renovation | Building more than 1.5' higher than the BFE (+5) | Voluntarily providing affordable housing which exceeds the requirements of sec | Voluntarily providing affordable housing which exceeds the requirements of sec | GBC Upgrade 1 (+20) | GBC Upgrade 2 (+27) | GBC Upgrade 3 (+40) | Voluntary contribution to the APP or Tree Fund in the amount of \$2500 or more | Using light colored, high reflectivity materials for all non-roof/areas with a SRI or | Providing on-site recreational amenities or exceeding the open space requireme | TOTAL BPAS POINTS: CLAIMED | TOTAL BPAS POINTS: VERIFIED |  |
| YEAR 9 MARKET-RATE BPAS APPLICATIONS  |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |
| MARKET-RATE PROJECTS  |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |
| 1501 South Street   | 1  | 1.00 | 1    | Major           | 0   | 0           | 0                      | 0  | 20   | 0  | 0                   | 0                   | 0                   | 0  | 0   | 25   | 20                         |                             |  |
| 913 White Street  | 1  | 1.00 | 1    | Minor           | 0   | 0           | 0                      | 0  | 0  | 0  | 0                   | 0                   | 0                   | 0  | 10  | 20   | 10                         |                             |  |
| 1307 1309 Whitehead Street  | 1  | 1.00 | 1    | Major           | 5   | 0           | 0                      | 0  | 0  | 0  | 0                   | 5                   | 0                   | 0  | 0   | 10   | 10                         |                             |  |
| 317 Whitehead Street  | 1  | 1.00 | 1    | Major           | 0   | 0           | 0                      | 0  | 0  | 0  | 0                   | 0                   | 0                   | 0  | 0   | 32   | 0                          |                             |  |
| 608 Duval Street  | 1  | 1.00 | 1    | Minor           | 0   | 0           | 0                      | 0  | 0  | 0  | 0                   | 0                   | 0                   | 0  | 0   | 0  | 0                          |                             |  |
| 630 Mickens Lane  | 2  | 1.00 | 2    | Major           | 0   | 0           | 0                      | 0  | 0  | 0  | 0                   | 0                   | 0                   | 0  | 0   | 0  | 0                          |                             |  |
| 700 Front Street  | 2  | 1.00 | 2    | Minor           | 0   | 0           | 0                      | 0  | 0  | 0  | 0                   | 0                   | 0                   | 0  | 0   | 15   | 0                          |                             |  |
| 1905 Staples Avenue   | 1  | 1.00 | 1    | Major           | 0   | 0           | 0                      | 0  | 0  | 0  | 0                   | 0                   | 0                   | 0  | 0   | 0  | 0                          |                             |  |
| 704 Russell Lane  | 1  | 1.00 | 1    | Major           | 0   | 0           | 0                      | 0  | 0  | 0  | 0                   | 0                   | 0                   | 0  | 0   | 0  | 0                          |                             |  |
| 1110 Truman Avenue  | 1  | 1.00 | 1    | Minor           | 0   | 0           | 0                      | 0  | 0  | 0  | 0                   | 0                   | 0                   | 0  | 0   | 0  | 0                          |                             |  |
| 705 Georgia Street  | 1  | 1.00 | 1    | Major           | 0   | 0           | 0                      | 0  | 0  | 0  | 0                   | 0                   | 0                   | 0  | 0   | 0  | 0                          | Withdrawn                   |  |
| TOTAL REQUESTED:  |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |
| YEAR 9 AFFORDABLE-RATE BPAS APPLICATIONS  |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |
| AFFORDABLE-RATE PROJECTS  |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |
| 3800 N Roosevelt Boulevard  | 76 | 1.00 | 76   | Major           | 0   | 0           | 0                      | 0  | 0  | 0  | 0                   | 0                   | 0                   | 0  | 0   | 135  | 0                          |                             |  |
| 1618 N Roosevelt Boulevard  | 2  | 1.00 | 2    | Major           | 0   | 0           | 0                      | 0  | 0  | 0  | 0                   | 5                   | 5                   | 0  | 0   | 95   | 10                         |                             |  |
| 250 Trumbo Road   | 24 | 1.00 | 24   | Major           | 0   | 0           | 0                      | 0  | 0  | 0  | 0                   | 0                   | 0                   | 0  | 0   | 30   | 0                          |                             |  |
| 1020 Margaret Street  | 1  | 1.00 | 1    | Major           | 0   | 0           | 0                      | 0  | 20   | 0  | 0                   | 0                   | 0                   | 0  | 0   | 20   | 20                         |                             |  |
| 2719 Staples Ave  | 1  | 0.78 | 0.78 | Major           | 5   | 0           | 0                      | 0  | 0  | 0  | 0                   | 0                   | 5                   | 0  | 0   | 15   | 10                         |                             |  |
| TOTAL REQUESTED:  |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |
| NOTES:  |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |
| - YEAR 9 MARKET-RATE UNITS AVAILABLE: 46 MAXIMUM  |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |
| - YEAR 9 AFFORDABLE-RATE UNITS AVAILABLE: 45 MINIMUM  |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |
| - In the event that two applications are determined to have the same numerical ranking score, and units are not available to provide awards to both projects, a drawing of lots will determine the awardee.   |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |
| - All new units must be constructed with a rainwater catchment system (unless exempt). Final site plans must include roof and corresponding cistern size for permitting and CO.   |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |
| - All new units shall be constructed in compliance with and obtain a baseline green building certification.   |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |
| - The Year 9 document, "Exhibit C- Applicant's Estimated Score Sheet BPAS Application" erroneously included an allocation of +5 points for "Using light-colored, high-reflectivity materials...". This feature is not reflected in City of Key West Code, therefore no bonus points can be allocated. |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |
| - All final BPAS applications are pending final density/zoning review.  |    |      |      |                 |   |             |                        |  |  |  |                     |                     |                     |  |   |  |                            |                             |  |

*Year 9 BPAS*



# REVISED APPLICATION



## Building Permit Allocation System (BPAS) Application

(Year 9: July 1, 2021-June 30, 2022)

City of Key West, Florida • Planning Department

1300 White Street • Key West, Florida 33040-4602 • 305-809-3764 • www.cityofkeywest-fl.gov

**Application Fee: \$1,155.00 (Market-Rate)**  
**\$525.00 (Affordable-Rate)**

**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: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home/Mobile Phone: \_\_\_\_\_ Office: \_\_\_\_\_

Email: \_\_\_\_\_

**PROPERTY OWNER:**

Name: Craig Cates

Mailing Address: 2719 Staples Avenue

City: Key West State: FL Zip: 33040

Home/Mobile Phone: 305-587-0587 Office: \_\_\_\_\_

Email: catesauto@aol.com

**PROPERTY DESCRIPTION AND ZONING INFORMATION:**

Site Address: 2719 Staples Avenue

Parcel ID RE#: 00067790-000000 Alternate Key: 1071722

Zoning District: SF (0100), single family residence Size of Site: 86.25'w X 105.03'd = 9,059 sf

Density Allowed: 1.66 du Commercial Floor Area: \_\_\_\_\_

**B. EXISTING DEVELOPMENT:**

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

The property currently has a single family residence on it. The owner has purchased half of the adjoining lot and would like to build an affordable accessory dwelling unit on the new property adjacent to the existing residence per Section 122-1472.

| EXISTING AND PROPOSED DWELLING UNIT INFORMATION      |                           |                        |                 |
|--|---------------------------|------------------------|-----------------|
| DWELLING UNIT DESCRIPTION                            | NUMBER OF DWELLING UNITS: |                        |                 |
|  | EXISTING                  | LICENSED<br>RECOGNIZED | PROPOSED        |
| Market-Rate Residential Dwelling Unit(s)             | 1                         |                        |                 |
| Affordable Residential Dwelling Unit(s) <sup>2</sup> |                           |                        | 1               |
| Transient Unit(s)                                    |                           |                        | ----- N/A ----- |
| Accessory Dwelling Unit(s) <sup>3</sup>              |                           |                        |                 |
| Single Room Occupancy Unit(s)                        |                           |                        |                 |
| Nursing Home Unit(s)                                 |                           |                        |                 |
| Total Number of Units Requested                      | 1                         |                        | 1               |

<sup>1</sup> Please provide City Licensing Records from the Building Department.

<sup>2</sup> 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).

<sup>3</sup> 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 ☐

No ☒

Are buildings on the property listed as contributing historic structures?

Yes ☐

No ☒

Is the proposal for mixed residential and commercial use?

Yes ☐

No ☒

Are density bonuses proposed?

Yes ☐

No ☒

Advanced affordable allocation request?

Yes ☐

No ☒

Will the allocation require development review?

Yes ☒ No ☐

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

☐  
☒  
☐  
☐

Major Development Plan  
Variance(s)  
Lawful Unit Determination  
Other

☒  
☐  
☐

Minor Development Plan  
Beneficial Use  
Transient Transfer

☐  
☐  
☒

Conditional Use  
HARC  
Tree Commission



**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.

*Year 9 BPAS*



# REVISED ESTIMATED SCORE SHEET



## Exhibit C – Applicant's Estimated Score Sheet Building Permit Allocation System Application

305-809-3720 • 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: Craig Cates Site Address: 2719 Staples Ave

Number and type of Units Requested: Market Rate            Affordable 1

Prerequisite Development Type: Major Construction/ Renovation             
Minor Renovation 1

Please acknowledge that the Prerequisites required for the proposed project shall be met in accordance with the solution statement provided: CG

*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>20</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>5</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>10</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> |
| l. Using light-colored, high-reflectivity roofing materials with a Solar Reflectance Index (SRI) of at least 29 (+5)                          | Points <u>          </u> |

**TOTAL ESTIMATED POINTS** 40

*Year 9 BPAS*



# REVISED CERTIFICATION





# Exhibit D – BPAS Certification Form

## Building Permit Allocation System Application

305-809-3720 • 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 40. 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.

Signature of applicant

Date

Craig Cates

Print name of Applicant

Subscribed and sworn to (or affirmed) before me on this 11<sup>th</sup> day of January, 2022,  
by Craig Cates (name of person signing the application)  
as \_\_\_\_\_ (type of authority...e.g. officer, manager/member, trustee,  
attorney)  
for \_\_\_\_\_ (name of entity or party on behalf of whom application was  
executed).

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

Notary's Signature and Seal

Amanda Leggett

Name of Acknowledger typed, printed or stamped

GG966481

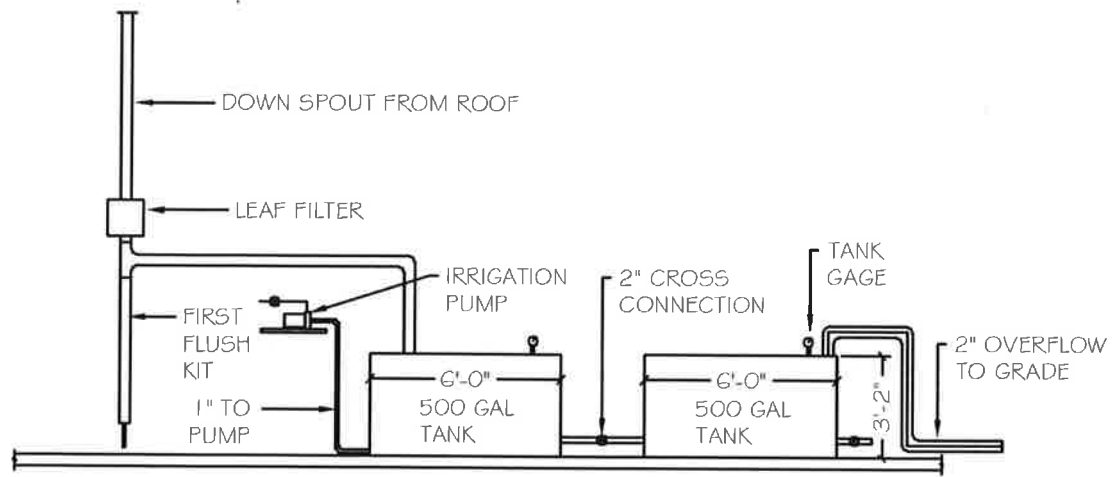
Commission Number, if any



*Year 9 BPAS*



# ADDENDUM TO SOLUTION STATEMENT



## RAINWATER HARVEST SCHEMATIC

SCALE : NTS

### RAINWATER COLLECTION NOTES:

1. CAPACITY SHALL EQUAL 1 GAL PER SF OF HOUSE, HOUSE IS 960 SF, USE ONE OR MORE TANKS TO EQUAL OR EXCEED 1,000 GAL CISTERN.
2. IF TANKS ARE OUTSIDE, USE GREEN OR BLACK TO PREVENT ALGAE.
3. INSTALL TANKS ON 4" CONCRETE OR 4" GRAVEL PAD PER MFG INSTRUCTIONS.
4. PIPING SHALL BE SCH 40 PVC.
5. VALVES 1.5"Ø AND LARGER SHALL BE JANDY VALVES.
6. VALVES SMALLER THAN 1.5"Ø SHALL BE METAL BALL VALVES.
7. INSTALL LEAF SCREEN AND FILTER.
8. INSTALL FIRST FLUSH KIT.
9. PROVIDE WATER DEPTH GAGE ON EACH TANK.
10. INSTALL 2"Ø OVERFLOW TO OUTSIDE GRADE.
11. PROVIDE 1 HP 110V IRRIGATION PUMP.
- 12.