## *AGENDA*

#### KEY COLONY BEACH CITY COMMISSION PUBLIC HEARING

Wednesday, June 11<sup>th</sup>, 2025, 9:30 am Marble Hall, 600 W. Ocean Drive, Key Colony Beach & via Zoom Conferencing

Zoom login Information at the end of this Agenda

- 1. Call to Order, Pledge of Allegiance, Prayer & Roll Call
- 2. Approval of Agenda (Additions, changes, and deletions can be made via one motion and a second to approve by majority vote)
- 3. Citizen Comments & Correspondence
- 4. Administration of Oath of Witnesses
- 5. Disclosure of Ex-Parte Communication Pg. 1
- 6. Discussion/Recommendation of Approval for the Installation of a 12,000 lb. 4-Post Boat lift for the Property located at 14 Sadowski Causeway.
  - a. Presentation by the Building Department Pgs. 2-7
  - b. Statement by the Applicant
  - c. Letter of Consent from Neighbor(s) Pgs. 8-9
  - d. Planning & Zoning Board Recommendation Pg. 10
  - e. Planning & Zoning Board Meeting Minutes Pgs. 11-12
  - f. Motion to approve, deny, or approve with conditions
- 7. Other Business
- 8. Adjourn

This meeting will be held at the City Hall Auditorium 'Marble Hall', 600 W. Ocean Drive, Key Colony Beach, Florida 33051, and via Zoom

Join from PC, Mac, iPad, or Android: <a href="https://us02web.zoom.us/j/84764229201?pwd=7APKahL0ebcJFTjIjWDOi5hw5PNS5L.1">https://us02web.zoom.us/j/84764229201?pwd=7APKahL0ebcJFTjIjWDOi5hw5PNS5L.1</a> Passcode:337957

Phone one-tap: +13052241968,,84764229201#,,,,\*337957# US +19292056099,,84764229201#,,,,\*337957# US (New York)

> Join via audio: +1 305 224 1968 US Webinar ID: 847 6422 9201 Passcode: 337957

International numbers available: https://us02web.zoom.us/u/kbHZEU1UWG

"Members of the public may speak for three minutes and may only speak once unless waived by a majority vote of the commission."

Letters submitted to the City Clerk to be read at the Commission Meeting will be made part of the record but not read into record. Persons who need accommodations in order to attend or participate in this meeting should contact the city clerk at 305-289-1212 at least 48 hours prior to this meeting in order to request such assistance. If a person decides to appeal any decision made with respect to any matter considered at any meeting, that person will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

### **EX-PARTE COMMUNICATIONS**

An ex-parte communication is defined as:

any contact, conversation, communication, writing, correspondence, memorandum or any other verbal or written communication that takes place outside a public hearing between a member of the public and a member of a quasi-judicial board, regarding matters which are to be heard and decided by said quasi-judicial board.

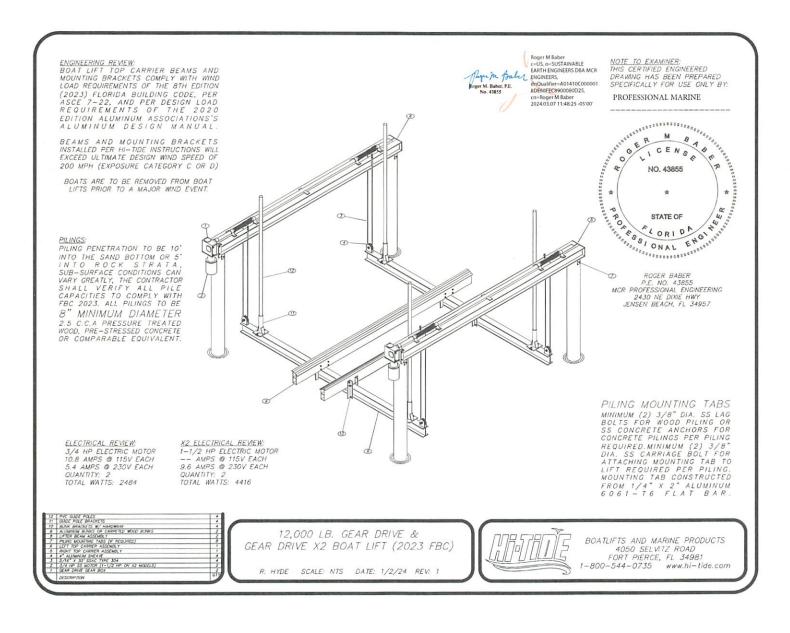
Site visits and expert opinions are also considered ex-parte communications.

In the event that someone contacts a Board Member about a quasi-judicial matter outside of a public meeting, at such time that particular issue is brought before the Board, the Board Member should state on the record:

- > the existence of any ex-parte communication,
- > the nature of the communication,
- > the party who originated the ex-parte communication, and
- > whether or not the ex-parte communication affects your ability to impartially consider the evidence presented.

Similarly, any correspondence received by a Board Member must be forwarded to the Board Clerk.

Note: The term "Board Member" would include all members of the Code Enforcement Board, the Planning & Zoning Committee, and the City Commission when they are acting in a quasi-judicial capacity (for example, but not limited to, code violation hearings and variance hearings).







PERMIT PROJECT
FILE #: 25-000227

14 SADOWSKI CSWY KEY COLONY BEACH FL 33051
4-POST BOAT LIFT AND ELECTRIC

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## PERMIT #: B25-000182 Permit Type **Building Permit** Subtype **Boat Lift** Work Description: 4-post boat lift and electric Applicant Professional Marine - Professional Marine Online Application Received Valuation 0.00 **FEES & PAYMENTS** Plan Check Fees 0.00 Permit Fees 748.25 Total Amount 748.25 Amount Paid 0.00 Balance Due 748.25 Non-Billable PERMIT DATES Application Date 05/08/2025 Approval Date Issue Date: **Expiration Date:** Close Date Last Inspection

Are you the property owner?

No

Property Owner Name
Charlene Grimes

Property Owner Address
PO BOX 510403 KCB

Property Owner Phone Number
305-481-0685

Property Owner Email
kristen.livengood@gmail.com

# **PROJECT INFORMATION** Type of Structure Single Family Intended Use (Specify Residential or Business) residential 1 Type of Construction (Specify concrete block, frame, etc.) **Cost of Construction** \$19,500.00 Will you be using a Private Provider No click here for private provider packet. SUBMITTAL REQUIREMENTS Please upload all supporting documents here 44-0460116-001-EE AL\_Grimes Boat Lift.pdf site plan 1 pdf site plan 1b.pdf YERANDY BOAT LIFT.pdf Florida Product Approval or NOA Florida Product Approval or NOA search Click this Link **Upload Installation Instructions** As of 3/1/2024 the new notice of commencement will be required. **Notice of Commencement** download here NOC Checked Private Provider Notice Form download here Private Provider Form Owner Builder Disclosure Statement download here **Owner Builder Disclosure Form Contractor Registration Form** download here **Contractor Registration Form** Substantial Improvement/Substantial Damage Worksheet download here Substantial Improvement/Substantial Damage Worksheet

A Notice of Commencement is required prior to scheduling inspections. Please download and complete the Notice of Commencement document. This form needs to be

**CONTACTS** 

recorded with the Monroe County Clerk of Court and filed with our office.

Contractor Professional Marine - Professional Marine						
Bonding Company Name/Address						· •
						· •
Architect/Engineer Name/Address						<b>~</b> ••
LIST ALL SUBCONTRACTORS, COUNTY & STATE LICENSE NUMBER				h . #		
Starting March 1. 2024, the new sub-contractor letter of intent needs Electrical Subcontractor Form YERANDY 14 SADOWSKY (1).pdf	s to be apposed to	r each sub-contra	ictor on the job	before any permit will b		<b>~</b> =
Electrical						
Plumbing Subcontractor Form						•••
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Mechanical Subcontractor Form						~
Mechanical						·
Concrete/Masonry Subcontractor Form				# ·		<u> </u>
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ACKNOWLEDGEMENT  Once you click submit you will be directed to our secure payment pro	ocessor. Feilure to c	sy the annilcation	n fees will resul	t in a delay in permit rev	ław.	
OFFICIAL USE						
After the fact						
Charge Fire Safety Fees						~
Charge Clean Up Bond Fees						~
Charge Type of Structure Fee						<b>Y</b>
IIII FEES						
FEE   DESCRIPTI	ION 🗸 QUA	ANTITY AN	TNUON		TOTAL	
Permit Fee - Add/Alt/Conv					730.00	
Building Surcharge Fee					18.25	

Plan Check Fees 0.00
Permit Fees 748.25
Total Fees 748.25

**PAYMENTS** 

DATE TYPE REFERENCE NOTE RECEIPT# RECEIVED FROM AMOUNT

Amount Paid 0.00

Balance Due 748.25

I, Oswaldo Herrera, owner of 15 Sadowski
Causeway, Key Colony Beach, do not have an issue with the owners of 14 Sadowski Causeway putting in a four-post boat lift in front of their property on the east side. It will not encroach onto my property.

Sincerely,

**Eswaldo** Herrer

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## To whom it may concern:

We, Michael Cohen and Lindsey Lair, owner of 12 Sadowski Causeway do not have an issue with the owners of 14 Sadowski Causeway putting in a 4 post boat lift in front of their property on the north side, not encroaching onto mine.

Sincerely,

Lindsey Lair

Michael Cohen

May 21st, 2025

To: The City of Key Colony Beach Board of Commissioners

From: The Key Colony Beach Planning & Zoning Board

Re: Discussion/Recommendation of Approval for the Installation of a 12,000 lb. 4-Post Boat lift for the Property located at 14 Sadowski Causeway.

The Planning & Zoning Board reviewed the applicant's request to permit the installation of a 4-post boat lift, with Building Official Loreno confirming that all regulations and setbacks are met. After discussion, the Board voted as follows:

**MOTION:** Motion made by Leonard Geronemus to approve. Bob Glassman seconded the motion.

**DISCUSSION:** None.

ON THE MOTION: Rollcall vote. Unanimous approval.

<u>Final Recommendation:</u> The Planning & Zoning Board recommends that the City of Key Colony Beach Board of Commissioners approve the installation of a 12,000 lb. 4-post boat lift for the property at 14 Sadowski Causeway.

George Lancaster, Planning & Zoning Board Chair

## **MINUTES**

# PLANNING & ZONING BOARD REGULAR MEETING & PUBLIC HEARING

Wednesday, May 21st, 2025 - 9:30 am Marble Hall, 600 W. Ocean Drive, Key Colony Beach, Florida 33051 & via Zoom Conferencing

- 1. Call to Order, Pledge of Allegiance & Roll Call: The Key Colony Beach Planning & Zoning Board meeting was called to order by Chair George Lancaster at 9:30 AM, followed by the Pledge of Allegiance and Roll Call. Present: Chair George Lancaster, Bob Glassman, Leonard Geronemus, Lynne Conkling. Absent: Vice-Chair Lin Walsh, 1st Alternate Carman Slusher, 2nd Alternate Patricia Diebold. Also present: City Administrator John Bartus, Building Official Tony Loreno, Administrative Assistant Tammie Anderson, City Clerk Silvia Roussin.
- 2. Approval of the Agenda (Additions, changes, and deletions can be made via one motion and a second to approve by majority vote)

There were no changes to the agenda. Chair Lancaster asked for a motion to approve.

MOTION: Motion made by Lynne Conkling to approve the agenda. Leonard Geronemus seconded the motion.

**DISCUSSION:** None.

ON THE MOTION: Rollcall vote. Unanimous approval.

- 3. Citizen Comments & Correspondence: None.
- 4. Approval of Minutes: Planning & Zoning Board Minutes April 16th, 2025

There were no changes to the meeting minutes. Chair Lancaster asked for a motion to approve.

**MOTION:** Motion made by Lynne Conkling to approve the minutes. Leonard Geronemus seconded the motion.

**DISCUSSION:** None.

ON THE MOTION: Rollcall vote. Unanimous approval.

- 5. Administration of Oath of Witnesses Tony: City Clerk Roussin administered the Oath of Witness to Building Official Loreno.
- 6. Disclosure of Ex-Parte Communication: None.
- 7. Discussion/Recommendation of Approval for the Installation of a 12,000 lb. 4-Post Boat lift for the Property located at 14 Sadowski Causeway.
  - **a. Presentation by the Building Department:** Building Official Loreno stated that all regulations and setbacks are met and recommended approval from the Building Department.
  - b. Statement by the Applicant: None.
  - c. Letter of Consent from Neighbor(s): Included in the agenda packet.
  - d. Planning & Zoning Board Discussion: Building Official Loreno clarified that approval is necessary due to code requirements. City Clerk Roussin confirmed that the request does not fall under a variance request.
  - e. Recommendation to approve, deny, or approve with conditions: Chair Lancaster asked for a motion to approve.

MOTION: Motion made by Leonard Geronemus to approve. Bob Glassman seconded the motion.

**DISCUSSION:** None.

ON THE MOTION: Rollcall vote. Unanimous approval.

- 8. Any Other Business: Bob Glassman requested the addition of a discussion item for the June 18th meeting regarding seawall repair using foam injections. Chair Lancaster agreed and asked Building Official Loreno and Bob Glassman to meet in preparation for the meeting. Building Official Loreno informed the Board of the letter the Building Department published regarding contractors offering foam injection and soil amendments. He provided details on potential seawall damage, soil amendments, and the issues he faced in the city related to the practice of foam injection. Building Official Loreno also commented on permit requirements for seawall repairs, and the Board discussed ways to assist with enforcement and potential policies for the city.
- 9. Next meeting: June 18th, 2025, at 9:30 AM Chair Lancaster informed that he will not be attending the next meeting. Lynne Conkling indicated that she can only attend via Zoom until late summer. City Clerk Roussin confirmed that Bob Glassman and Leonard Geronemus will attend in person and to confirm an additional member for a physical quorum.

10. Adjourn: The meeting adjourned at 9:46 AM.

Respectfully submitted,

Silvia Roussin

City Clerk