

APPLICATION  
MONROE COUNTY, FLORIDA  
PLANNING AND ENVIRONMENTAL RESOURCES DEPARTMENT



**Dock Length Special Exception Application**

**An application must be deemed complete and in compliance with the Monroe County Code by the Staff prior to the item being processed. Exceptions are limited by the regulations provided in Monroe County Code §118-12(m)(10)c.**

Application Fee: \$1,030.00

*In addition to the application fee, the following fees also apply:*

Surrounding Property Owner Notification Fee: \$3.00 per shoreline property owner within 300 feet of subject parcel

**Date of Application:** \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year

**Applicant / Agent Authorized to Act for Property Owner:** (Agents must provide notarized authorization from all property owners.)

\_\_\_\_\_  
Applicant (Name of Person, Business or Organization)

\_\_\_\_\_  
Name of Person Submitting this Application

\_\_\_\_\_  
Mailing Address (Street, City, State and Zip Code)

\_\_\_\_\_  
Work Phone

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Cell Phone

\_\_\_\_\_  
Email Address

**Property Owner:** (Business/Corp must include documents showing who has legal authorized to sign.)

\_\_\_\_\_  
(Name/Entity)

\_\_\_\_\_  
Contact Person

\_\_\_\_\_  
Mailing Address (Street, City, State and Zip Code)

\_\_\_\_\_  
Work Phone

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Cell Phone

\_\_\_\_\_  
Email Address

**Legal Description of Property:**

(If in metes and bounds, attach legal description on separate sheet.)

\_\_\_\_\_  
Block

\_\_\_\_\_  
Lot

\_\_\_\_\_  
Subdivision

\_\_\_\_\_  
Key (Island)

\_\_\_\_\_  
Real Estate (RE) / Parcel ID Number

\_\_\_\_\_  
Alternate Key Number

\_\_\_\_\_  
Street Address (Street, City, State & Zip Code)

\_\_\_\_\_  
Approximate Mile Marker

**APPLICATION**

**Special Exception Request:** Describe the special exception request and explain exactly what the exception would allow you to do (use additional paper if necessary):

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**Background Information**

**Land Use District Designation(s):** \_\_\_\_\_

**Present Land Use of the Property:** \_\_\_\_\_

**Proposed Land Use of the Property:** \_\_\_\_\_

**Total Land Area of Property :** \_\_\_\_\_

Have you applied for a variance or special exception on this property in the past? \_\_\_\_\_

If yes, when? \_\_\_\_\_ Was the request approved \_\_\_\_\_

Circumstances of previous application:

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Describe the shoreline on which the dock is proposed:

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Describe the submerged lands across which the dock will extend (sand, seagrass, corals, etc.):

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Describe the minimum relaxation of code length restriction that is necessary to provide the upland owner with access to adequate water depths specified for docking facilities:

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## APPLICATION

**Special Exception Conditions:** *When answering the following questions, consider the considerations/limitations described on Page 4 of this application. Use additional paper if necessary.*

1. How can you show good and sufficient cause why the special exception should be granted?

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2. What exceptional hardship would occur if the special exception is not granted?

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3. If the special exception is granted, would there be additional threats to public expense which would not otherwise occur? Would it create a nuisance or cause fraud or victimization of the public?

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4. Is the length of the proposed dock consistent with community character (what lengths are existing docks in the area)?

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5. Would the proposed dock interfere with public recreational uses or pose a navigational or safety hazard in or on adjacent waters?

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6. What are the unique or particular physical/geographical circumstances or conditions that apply to the property subject to the special exception, but which do not apply to other properties in the same Land Use District?

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7. If the special exception is granted, would it confer upon the applicant any special privilege denied other properties in the same Land Use District by the Land Development Code? Please explain why:

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## APPLICATION

### Considerations/Limitations:

The Planning & Environmental Resources Department, in determining whether the foregoing conditions for a special exception are met, will ONLY consider the following factors as relevant:

1. Physical characteristics of the proposed construction for which a special exception is requested;
2. Whether it is possible to use the property without the special exception;
3. The increased or decreased danger to life and property if the special exception is or is not requested;
4. The importance to the community of the services to be provided if the special exception is granted;
5. The compatibility of the proposed special exception in light of existing and permitted development in the immediate area;
6. The safety of access to the property for ordinary and emergency vehicles if the special exception is or is not granted;
7. The additional or lessened costs of providing governmental services if the special exception is or is not granted.

The Planning & Environmental Resources Department, will NOT consider the following factors in determining if the foregoing conditions are met:

1. The physical disabilities, handicaps, or health of the applicant **or family members;**
2. The domestic or financial difficulties of the applicant **or family members.**

## APPLICATION

**All of the following items must be included in order to have a complete application submission:**

(Please check the box as each required item is attached to the application.)

- Complete application (unaltered and unbound)
- Correct fee (check or money order payable to *Monroe County Planning & Environmental Resources*)
- Proof of ownership (i.e., Warranty Deed)
- Current Property Record Card(s) from the Monroe County Property Appraiser
- Location map
- Photographs of site looking North, South, East, & West from perimeters of property and from the main adjacent road. A recent aerial photograph with property boundaries delineated may be substituted.
- Site Plan, prepared by a Florida registered architect, engineer or landscape architect (drawn to a scale of 1 inch equals 20 feet, except where impractical and the Director of Planning authorizes a different scale). At a minimum, the site plan should include the following:
  - Date, north point and graphic scale
  - Boundary lines of site, including all property lines and mean high-water line
  - Locations and dimensions of all existing and proposed structures; including the proposed dock. Indicate on the site plan any proposed structures with previously approved variances and the location of property entrance/drive.
  - Type of ground cover (i.e. concrete, asphalt, grass, rock)
  - Shoreline setbacks as required by the land development regulations
- A copy of the Land Use District Map showing surrounding property within one thousand (1,000) feet of subject property boundaries.
- Typed name and address mailing labels of all shoreline property owners within a 300-foot radius of the property. This list should be compiled from the current tax rolls of the Monroe County Property Appraiser. In the event that a condominium development is within the 300-foot radius, each unit owner must be included. Also, please provide the listing of the names, subdivision name, lot and block # and the RE #'s for each address and note those that are adjoining the property. Adjoining lots are still considered adjoining even if they are bounded or bisected by a canal or street.
- A Survey of the property prepared by a surveyor registered in the State of Florida.

**If applicable, the following items must be included in order to have a complete application submission:**

- Notarized Agent Authorization Letter

*Note: If the supporting data (i.e., survey, site plan) is larger than 8½ X 14 inches, four (4) copies must be submitted.*

Is there a pending code enforcement proceeding involving all or a portion of the parcel proposed for development?

Yes    No   Code Case file # \_\_\_\_\_ Describe the enforcement proceedings and if this application is being submitted to correct the violation: \_\_\_\_\_

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**If deemed necessary to complete a full review of the application, the Planning & Environmental Resources Department reserves the right to request additional information.**

**APPLICATION**

The applicant/owner hereby acknowledges and agrees that any staff discussions or negotiations about conditions of approval are preliminary only, and are not final, nor are they the specific conditions or demands required to gain approval of the application, unless the conditions or demands are actually included in writing in the final development order or the final denial determination or order.

By signing this application, the owner of the subject property authorizes the Monroe County Planning & Environmental Resources staff to conduct all necessary site visits and inspections on the subject property.

I, the Applicant, 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.

**Signature of Applicant:** \_\_\_\_\_

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

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by means of  physical presence or  online notarization

by \_\_\_\_\_, who is personally known to me OR produced

(PRINT NAME OF PERSON MAKING STATEMENT)

\_\_\_\_\_ as identification.

(TYPE OF ID PRODUCED)

\_\_\_\_\_  
Signature of Notary Public, State of Florida

\_\_\_\_\_  
Print, Type or Stamp Commissioned Name of Notary Public

My commission expires:

**Send complete application package to:**

**Monroe County Planning & Environmental Resources Department  
Marathon Government Center  
2798 Overseas Highway, Suite 400  
Marathon, FL 33050**