

Monroe County Building Department

Middle Keys Office: 2798 Overseas Highway, Marathon, FL, 33050, (305) 289-2501 ❖ *Lower Keys Office:* 5503 College Road, Key West, 33040, (305) 295-3990
Upper Keys Office: 102050 Overseas Highway, Key Largo, FL, 33037, (305) 453-8800 ❖ *Ocean Reef Office:* 11601 CR 905, Key Largo, FL 33037, (305) 453-8765
<http://fl-monroecounty.civicplus.com/149/Building-and-Permitting>

APPLICATION FOR VARIANCE TO FLOOD HAZARD ORDINANCE

The following information **MUST** accompany each flood variance application submitted:

- Application fee per current Monroe County Building Department Fee Resolution is due at application.
- Flood Variance application must be completed by owner of property or authorized agent with proof of Power of Attorney. Please print or type only
- Attach a Site Plan indicating:
 - Lot size
 - Size of existing building
 - Proposed project with location, dimension and type of construction, break-away or vented
 - Existing elevation of property on the site plan
 - Requested elevation of proposed building
- Clearly indicate your request for a flood variance, and whether requesting electric or plumbing below the 100 year flood elevation
- Four (4) color photographs of good quality and definition.
 - One (1) photo should be from street in front of lot
 - One (1) from the rear
 - One (1) from each side showing any structures located on adjunct lots.
- May also include any photo of good quality and definition that would show interesting features of the surrounding area that may help to make a recommendation of approval.

Date:

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|---|---|--------------|----------------|
| <i>PROPERTY DESCRIPTION:</i> | | | |
| Lot | Blk | Bldg# | Unit# |
| Real Estate #: | | Key | |
| Property Address | | | |
| MM | Subdivision | | |
| <i>OWNER Information:</i> | | | |
| Owner(s) | | | Phone # |
| Mailing Address | | | |
| Authorized Agent: | | | Phone # |
| Address | | | |
| <i>PLEASE RETURN APPLICATION TO:</i> | Executive Assistant, Monroe County Building Dept., 2798 Overseas Highway, Suite 300, Marathon, FL 33050 | | |



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Explain Request for Variance:

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Briefly explain why you believe your request should be granted:

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I/WE UNDERSTAND THAT FLOOD INSURANCE RATES FOR IMPROVEMENTS BELOW THE REQUIRED ELEVATIONS WILL RESULT IN HIGH PREMIUM RATES.

Owner(s) Signature _____

Internal Use Only:

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|------------------------|-------|
| Property Inspected by: | Date: |
| Comments: | |
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|-----------------------|------------|---------------|
| Rec'd By: | Rec'd Date | Application # |
| FEE amount collected: | Receipt # | |

Building Official Signature _____

Date _____

