



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### Historic Architectural Review Commission

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Tuesday, August 27, 2024

5:00 PM

City Hall

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**ADA Assistance:** It is the policy of the City of Key West to comply with all requirements of the Americans with Disabilities Act (ADA). Please call the TTY number 1-800-955-8771 or for voice 1-800-955-8770 or the ADA Coordinator at 305-809-3811 at least five business days in advance for sign language interpreters, assistive listening devices, or materials in accessible format.

**FOR VISUAL PRESENTATIONS:** For City Commission meetings the City Clerk's Office will need a copy of all presentations for the agenda at least 7 days before the meeting.

**Call Meeting To Order - 5:00 P.M.**

#### Roll Call

**Absent** 1 - Commissioner Oropeza

**Present** 5 - Commissioner Green, Commissioner Nations, Commissioner Osborn, Commissioner Thompson, and Chairman Burkee

#### Pledge of Allegiance to the Flag

**Approval of Agenda - The agenda was unanimously approved as amended.**

#### Administering the Oath by the Clerk of the Commission

#### Approval of Minutes

1 July 23, 2024

**Attachments:** [Minutes](#)

A motion was made by Commissioner Osborn, seconded by Commissioner Thompson, to approve the Minutes. The motion passed unanimously.

#### Reports

**HARC Planner's Report**

**City Attorney's Report**

## Old Business

- 2 WITHDRAWN BY OWNERS Replace metal shingles with 5 V-crimp on an existing roof of a contributing building - **402 South Street - Bone Island Roofing (H2024-0025) - Postponed from July 23, 2024**

**Attachments:** [Owner's email to withdraw the application](#)  
[\\*Large File\\* 402 South Street](#)  
[404 South Street- Photographs from June 8, 2009, before changing to 5 V](#)  
[\\*Large File\\* 402 South Street- July 23, 2024](#)  
[402 South Street - June 25, 2024](#)

Withdrawn

- 4 New accessory structure at rear yard. New driveway. - **1002 Fleming Street - Robert L. Delaune (H2024-0021) Postponed from July 23, 2024**

**Attachments:** [\\*Large File\\* 1002 Fleming Street - Design](#)  
[\\*Large File\\* 1002 Fleming Street - Design - July 23, 2024](#)

A motion was made by Commissioner Green, seconded by Commissioner Osborn, to approve the Action Item. The motion carried by the following vote:

**No:** 1 - Commissioner Thompson

**Absent:** 1 - Commissioner Oropeza

**Yes:** 4 - Commissioner Green, Commissioner Nations, Commissioner Osborn, and Chairman Burkee

- 5 Demolition of accessory structure at rear yard. Partial demolition of existing front fence - **1002 Fleming Street - Robert L. Delaune (H2024-0021) Postponed from July 23, 2024**

**Attachments:** [\\*Large File\\* 1002 Fleming Street - Demolition](#)  
[\\*Large File\\* 1002 Fleming Street - Demolition July 23, 2024](#)

A motion was made by Commissioner Osborn, seconded by Commissioner Nations, to approve the Action Item. The motion carried by the following vote:

**No:** 1 - Commissioner Thompson

**Absent:** 1 - Commissioner Oropeza

**Yes:** 4 - Commissioner Green, Commissioner Nations, Commissioner Osborn, and Chairman Burkee

## New Business

**6**                      **New two-story rear addition - 906 Emma Street - Nautilus Drafting & Design Services (H2024-0032)**

**Attachments:**      [\\*Large File\\* 906 Emma Street - Design](#)

A motion was made by Commissioner Green, seconded by Commissioner Thompson, to approve the Action Item. The motion carried by the following vote:

**Absent:** 1 - Commissioner Oropeza

**Yes:** 5 - Commissioner Green, Commissioner Nations, Commissioner Osborn, Commissioner Thompson, and Chairman Burkee

**7**                      **Partial demolition of rear wall and demolition of two-story rear porch - 906 Emma Street - Nautilus Drafting & Design Services (H2024-0032)**

**Attachments:**      [\\*Large File\\* 906 Emma St - Demolition](#)

A motion was made by Commissioner Green, seconded by Commissioner Osborn, to approve the Action Item. The motion carried by the following vote:

**Absent:** 1 - Commissioner Oropeza

**Yes:** 5 - Commissioner Green, Commissioner Nations, Commissioner Osborn, Commissioner Thompson, and Chairman Burkee

**8**                      **Renovations to non-historic building including replacement of 5 V-crimp roofing system with standing seam - 100 Grinnell Street - William P. Horn/City of Key West (H2024-0033)**

**Attachments:**      [\\*Large File\\* 100 Grinnell Street](#)

A motion was made by Commissioner Thompson, seconded by Commissioner Nations, to approve the Action Item. The motion carried by the following vote:

**Absent:** 1 - Commissioner Oropeza

**Yes:** 5 - Commissioner Green, Commissioner Nations, Commissioner Osborn, Commissioner Thompson, and Chairman Burkee

- 9 Minor Development Plan - Renovations to existing house, including renovations to front porch, to adapt the historic house into four guest rooms. Replacement and reconfiguration of windows and doors. Raise historic house to future FEMA flood map and shift building to the west to allow for new driveway. New gable roof over non-historic two-story building, reconfiguration of exterior staircase. Relocation of non-historic fish house, new pool and site improvements, including relocation of trash and recycling - **1125 Duval Street - Pope -Scarbrough Architects (H2024-0034)**

Attachments: [\\*Large File\\* 1125 Duval Street - Design](#)

A motion was made by Commissioner Green, seconded by Commissioner Osborn, to approve the Action Item. The motion carried by the following vote:

**Absent:** 1 - Commissioner Oropeza

**Yes:** 5 - Commissioner Green, Commissioner Nations, Commissioner Osborn, Commissioner Thompson, and Chairman Burkee

- 10 Minor Development Plan - Partial demolition of rear additions to historic house. Demolition of front porch concrete block railings and columns. Demolition of non-historic carport and shed at rear. Removal of pool and stairs - **1125 Duval Street - Pope -Scarbrough Architects (H2024-0034)**

Attachments: [1125 Duval Street - Demolition](#)

A motion was made by Commissioner Thompson, seconded by Commissioner Osborn, to approve the Action Item. The motion carried by the following vote:

**Absent:** 1 - Commissioner Oropeza

**Yes:** 5 - Commissioner Green, Commissioner Nations, Commissioner Osborn, Commissioner Thompson, and Chairman Burkee

- 11 Renovations to historic building to convert it back to a dwelling unit, including window replacements. New pool, pool deck, and accessory structure. Site improvements - **1411 White Street - Pope -Scarbrough Architects (H2024-0035)**

**Attachments:**     [1411 White Street](#)

A motion was made by Commissioner Thompson, seconded by Commissioner Osborn, to approve the Action Item. The motion carried by the following vote:

**Absent:** 1 - Commissioner Oropeza

**Yes:** 5 - Commissioner Green, Commissioner Nations, Commissioner Osborn, Commissioner Thompson, and Chairman Burkee

12

Replacement of 5 V-crimp roofing system with standing seam, new gutters and downspouts over existing non-historic commercial buildings - **200 Sunset Lane - Sustainable Roofing Technologies (H2024-0036)**

**Attachments:**     [200 Sunset Lane](#)

A motion was made by Commissioner Osborn, seconded by Commissioner Thompson, to approve the Action Item. The motion carried by the following vote:

**Absent:** 1 - Commissioner Oropeza

**Yes:** 5 - Commissioner Green, Commissioner Nations, Commissioner Osborn, Commissioner Thompson, and Chairman Burkee

### Discussion Items

13

Amendments to Guidelines for architectural shutters to consider the use of metal or composite shutters in certain elevations of contributing and/ or historic buildings.

**Attachments:**     [Report](#)

Discussed

14

WITHDRAWN Discussion of chickee huts and regulations.

Withdrawn

### Old Business (Cont.)

3

Replacement of existing wood shutters with aluminum shutters - **925 Fleming Street - Richard McChesney (H2024-0028)- Postponed from July 23, 2024**

**Attachments:**    [\\*Large File\\* 925 Fleming Street](#)  
[Request to Postpone July 23, 2024](#)

Commissioner Thompson recused herself from this item.

A motion was made by Commissioner Green, seconded by Commissioner Osborn, to Postpone the Action Item until the September 24, 2024 HARC meeting.

**Recuse:** 1 - Commissioner Thompson

**Absent:** 1 - Commissioner Oropeza

**Yes:** 4 - Commissioner Green, Commissioner Nations, Commissioner Osborn, and Chairman Burkee

### Public Comments

### Commissioner Comments

**Adjournment - 6:21 P.M.**