



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Historic Architectural Review Commission

Tuesday, March 25, 2025

5:00 PM

City Hall

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

Present 6 - Commissioner Green, Commissioner Nations, Commissioner Oropeza, Commissioner Osborn, Commissioner Perez, and Chairman Burkee

Pledge of Allegiance to the Flag

Approval of Agenda

The agenda was unanimously approved as presented.

Administering the Oath by the Clerk of the Commission

Approval of Minutes

1 February 25, 2025

Attachments: [Minutes](#)

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

HARC Planner's Report

City Attorney's Report

Old Business

- 2 Withdrawn by Staff: Major Development Plan - Demolition of existing building - **907 Caroline Street - Bender & Associates Architects / City of Key West (H2025-0002)**

Attachments: [*Large Item* 907 Caroline Street - Demolition](#)

Withdrawn

New Business

- 3 Renovations to one-story historic structure. New addition to rear of structure, relocation of main entrance to side elevation, new pool & pool deck, and site improvements - **306 Truman Ave - Serge Mashtakov P.E. (H2025-0005)**

Attachments: [*Large Item* 306 Truman Ave](#)

A motion was made by Commissioner Green, seconded by Commissioner Oropeza, to approve the renovations to the one-story historic structure. New addition to rear of structure, relocation of main entrance to side elevation, new pool and pool deck, and site improvements. The motion carried by the following vote:

Yes: 6 - Commissioner Green, Commissioner Nations, Commissioner Oropeza, Commissioner Osborn, Commissioner Perez, and Chairman Burkee

- 4 Demolition of non-historic rear addition and stairs - **306 Truman Ave - Serge Mashtakov P.E. (H2025-0005)**

Attachments: [*Large Item* 306 Truman Ave - Demolition](#)

A motion was made by Commissioner Green, seconded by Commissioner Osborn, to approve the demolition of non-historic rear addition and stairs. The motion carried by the following vote:

Yes: 6 - Commissioner Green, Commissioner Nations, Commissioner Oropeza, Commissioner Osborn, Commissioner Perez, and Chairman Burkee

- 5 New lanai at rear of property - **520 Grinnell Street - Serge Mashtakov P.E. (H2025-0006)**

Attachments: [*Large Item* 520 Grinnell Street](#)

A motion was made by Commissioner Green, seconded by Commissioner Oropeza, to approve the new lanai at rear of property, noting that the height exceeds the guidelines but the specific design of the house warrants an exception. The motion carried by the following vote:

Yes: 6 - Commissioner Green, Commissioner Nations, Commissioner Oropeza, Commissioner Osborn, Commissioner Perez, and Chairman Burkee

**6 New one-story addition at rear of structure in same footprint
- 1417 Pine Street - Carlos Rojas (C2025-0001)**

Attachments: [*Large Item* 1417 Pine Street](#)

A motion was made by Commissioner Oropeza, seconded by Commissioner Osborn, to approve the new one-story addition at rear of structure in same footprint, with the condition that the air conditioning unit is installed in the same location. The motion carried by the following vote:

Yes: 6 - Commissioner Green, Commissioner Nations, Commissioner Oropeza, Commissioner Osborn, Commissioner Perez, and Chairman Burkee

**7 Demolition of non-historic rear porch - 1417 Pine Street -
Carlos Rojas (C2025-0001)**

Attachments: [*Large Item* 1417 Pine Street - Demolition](#)

A motion was made by Commissioner Green, seconded by Commissioner Perez, to approve the demolition of non-historic rear porch. The motion carried by the following vote:

Yes: 6 - Commissioner Green, Commissioner Nations, Commissioner Oropeza, Commissioner Osborn, Commissioner Perez, and Chairman Burkee

**8 After the fact - Renovations to historic house. New rear deck
and staircase - 1011 Windsor Lane - Nautilus Drafting &
Design Services (C2025-0002)**

Attachments: [*Large Item* 1011 Windsor Lane](#)

A motion was made by Commissioner Oropeza, seconded by Commissioner Green, to approve the after-the-fact renovations to historic house, to include the rear deck structure, doors, windows and skylight, with the condition that the applicant either submit an application for demolition, approval, or obtain a Certificate of Appropriateness for the bump-out/appendage within sixty days from today's meeting. The motion carried by the following vote:

Yes: 6 - Commissioner Green, Commissioner Nations, Commissioner Oropeza, Commissioner Osborn, Commissioner Perez, and Chairman Burkee

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**After the fact - Demolition of non-historic rear staircase -
1011 Windsor Lane - Nautilus Drafting & Design
Services (C2025-0002)**

Attachments: [*Large Item* 1011 Windsor Lane - Demolition](#)

A motion was made by Commissioner Green, seconded by Commissioner Oropeza, to approve the after-the-fact demolition of non-historic rear staircase. The motion carried by the following vote:

Yes: 6 - Commissioner Green, Commissioner Nations, Commissioner Oropeza, Commissioner Osborn, Commissioner Perez, and Chairman Burkee

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**Renovations to non-historic house. New pergola and
skylights. Relocation of solar panels and site improvements
- 704 Catherine Street - A2O Architecture (C2025-0003)**

Attachments: [*Large Item* 704 Catherine Street](#)

Commissioner Osborn recused herself from items 10 & 11 and left the dais.

A motion was made by Commissioner Oropeza, seconded by Commissioner Perez, to approve the renovations to non-historic house. New pergola and skylights. Relocation of solar panels and site improvements. The motion carried by the following vote:

Recuse: 1 - Commissioner Osborn

Yes: 5 - Commissioner Green, Commissioner Nations, Commissioner Oropeza, Commissioner Perez, and Chairman Burkee

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**Demolition of non-historic parallel gable end roof in rear -
704 Catherine Street - A2O Architecture (C2025-0003)**

Attachments: [*Large Item* 704 Catherine Street - Demolition](#)

A motion was made by Commissioner Green, seconded by Commissioner Oropeza, to approve the demolition of non-historic parallel gable end roof in rear. The motion carried by the following vote:

Recuse: 1 - Commissioner Osborn

Yes: 5 - Commissioner Green, Commissioner Nations, Commissioner Oropeza, Commissioner Perez, and Chairman Burkee

- 12 New two-story residential unit and carport at rear of property
 - **724 Olivia Street - T.S. Neal Architects (C2025-0004)**

Attachments: [*Large Item* 724 Olivia Street](#)

Commissioner Osborn returned to the dais.

Commissioner Oropeza recused himself for this item and left the dais.

A motion was made by Commissioner Green, seconded by Commissioner Osborn, to postpone this item to the April 22, 2025 meeting. The motion carried by the following vote:

Recuse: 1 - Commissioner Oropeza

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

- 13 Two new carports at front and side of property over existing
 parking spaces - **1218 Duval Street - Moshe Gvili**
 (C2025-0005)

Attachments: [*Large Item* 1218 Duval Street](#)

Commissioner Oropeza returned to the dais.

A motion was made by Commissioner Green, seconded by Commissioner Oropeza, to postpone this item to the April 22, 2025 meeting. The motion carried by the following vote:

Yes: 6 - Commissioner Green, Commissioner Nations, Commissioner Oropeza,
 Commissioner Osborn, Commissioner Perez, and Chairman Burkee

Discussion Items

- 14 Withdrawn by Staff: Revisions to doors guidelines

Withdrawn

- 15 HPS Land Development Regulations

Attachments: [HPS Land Development Regulations](#)

Discussed

Commissioner Comments

Adjournment - 6:39 P.M.