



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Historic Architectural Review Commission

Tuesday, November 18, 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

Absent 1 - Commissioner Oropeza

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

Pledge of Allegiance to the Flag

Approval of Agenda

The agenda was unanimously approved as amended to include the Add-On Discussion Item.

Administering the Oath by the Clerk of the Commission

Approval of Minutes

1 October 28, 2025

Attachments: [Minutes](#)

A motion was made by Commissioner Green, seconded by Commissioner Osborn, that the Minutes be Approved. The motion passed by unanimous vote.

HARC Planner's Report

City Attorney's Report

Old Business

- 2 **Request for Postponement by Applicant to December 16, 2025:** New two-story single-family residence, new pool, pool deck, and site improvements - **309 William Street - Sandbar Design Studio Inc (C2025-0077)**

Attachments: [309 William Street - Structural Report - 9.1.2025 SS.pdf](#)
 [*Large Item* 309 William Street - Design](#)

This Item was Postponed to the December 16, 2025 meeting upon agenda approval.

- 3 **Request for Postponement by Applicant to December 16, 2025:** Demolition of existing contributing single-family residence and rear sheds - **309 William Street - Sandbar Design Studio Inc (C2025-0077)**

Attachments: [309 William Street - Structural Report - 9.1.2025 SS.pdf](#)
 [*Large Item* 309 William Street - Demolition](#)

This Item was Postponed to the December 16, 2025 meeting upon agenda approval.

- 4 **Request for Postponement by Staff to December 16, 2025:** New one-story accessory structure, new pool, pool deck, and concrete driveway. Demolition of one-story non-historic shed. Demolition of pool and pool deck - **1100 Grinnell Street - Heather Korth (C2025-0080)**

This Item was Postponed to the December 16, 2025 meeting upon agenda approval.

- 5 New one-story accessory structure on side of contributing structure - **1410 Olivia Street - Serge Mashtakov, PE (C2025-0084)**

Attachments: [*Large Item* 1410 Olivia Street](#)

A motion was made Commissioner Osborn, seconded by Commissioner Moody, that the Item be Approved. The motion carried by the following vote:

Absent: 1 - Commissioner Oropeza

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

New Business

- 6 New one-story wood frame residence on vacant lot and new pool at rear. Addition of solar panels on roof - **906 Williams Alley - T.S. Neal Architect, Seth Neal (C2025-0091)**

Attachments: [*Large Item* 906 Williams Alley](#)

A motion was made by Commissioner Moody, seconded by Commissioner Perez, that the Item be Approved. The motion carried by the following vote:

Absent: 1 - Commissioner Oropeza

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

- 7 Renovations to contributing structure. Rear addition to main house, new pool, new pool deck, and new one-story accessory structure in rear of property. Demolition of rear wall of main structure to connect addition - **917 Center Street - Nautilus Drafting & Design Services (C2025-0092)**

Attachments: [*Large Item* 917 Center Street](#)

A motion was made by Commissioner Green, seconded by Commissioner Osborn, that the Item be Approved. The motion passed unanimously.

Subsequently, a motion was made by Commissioner Green, seconded by Commissioner Osborn, that the demolition of the of the rear facade be Approved with a single reading due to the minor extent of the demolition. The motion carried by the following vote:

Absent: 1 - Commissioner Oropeza

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

- 8 Renovations to contributing structure. Reconstruct rear shed roof addition with gable roof. New pool house, new pool, new pool deck, and site improvements. Demolition of non-historic rear cottage. Demolition of existing walkways and concrete stairs - **625 William Street - Justin Henika (C2025-0093)**

Attachments: [*Large Item* 625 William Street](#)

A motion was made by Commissioner Green, seconded by Commissioner Osborn, that the Item be Approved with the condition that the applicant reduce the height of the side entrance and obtain staff approval of the same. The motion carried by the following vote:

Absent - Commissioner Oropeza

No - Commissioner Moody & Commissioner Osborn

Yes - Commissioner Green, Commissioner Nations, Commissioner Perez & Chairman Burkee

Subsequently, a motion was made by Commissioner Green, seconded by Commissioner Nations, that the demolition be Approved with a single reading due to the main contributing roof not being demolished. The motion carried by the following vote:

Absent: 1 - Commissioner Oropeza

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

- 9 New one-story accessory structure in rear of property - **913 Terry Lane - Bender & Associates Architects (C2025-0094)**

Attachments: [*Large Item* 913 Terry Lane](#)

Chairman Burkee recused himself from this Item and left the dais.

Commissioner Moody made a motion to nominate Commissioner Green Chair Pro Tem for this Item, seconded by Commissioner Osborn. The motion passed unanimously.

A motion was made by Commissioner Moody, seconded by Commissioner Osborn, that the Item be Approved. The motion carried by the following vote:

Recuse: 1 - Chairman Burkee

Absent: 1 - Commissioner Oropeza

Yes: 5 - Commissioner Green, Commissioner Moody, Commissioner Nations, Commissioner Osborn, and Commissioner Perez

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Raising existing flat roof and extension of existing gable roof. Relocation of AC units and screening addition.
Demolition of existing flat roof - **1202 Simonton Street - Richard McChesney (C2025-0095)**

Attachments: [*Large Item* 1202 Simonton Street](#)

Chairman Burkee returned to the dais.

A motion was made by Commissioner Green, seconded by Commissioner Osborn, that the Item be Approved with the conditions that the proposed gable roof is reduced by 3" to 6", the air conditioner screening is louvered, painted white, and the applicant coordinate the height of the screening with staff. The motion passed unanimously.

Subsequently, a motion was made by Commissioner Green, seconded by Commissioner Osborn, that the demolition be Approved including the overhang currently impeding the City's ROW. The motion carried by the following vote:

Absent: 1 - Commissioner Oropeza

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

Action Item

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Approve Proposed 2026 Meeting Dates

Attachments: [2026 Proposed Meeting Dates](#)

A motion was made by Commissioner Green, seconded by Commissioner Moody, that the Item be Approved. The motion carried by the following vote:

Absent: 1 - Commissioner Oropeza

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

Discussion Item

12

Rainbow Fences within the Historic District

Discussed

Public Comments

Commissioner Comments

Adjournment - 6:16 P.M.