



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### Historic Architectural Review Commission

---

Tuesday, January 27, 2026

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 Perez

**Present** 6 - Commissioner Green, Commissioner Harrison, Commissioner Moody, Commissioner Oropeza, Commissioner Osborn, 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 December 16, 2025

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

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

#### HARC Planner's Report

## Assistant City Attorney's Report

### Old Business

- 2 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 February 24, 2026 meeting during agenda approval.

- 3 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 February 24, 2026 meeting during agenda approval.

- 4 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)**

Attachments: [\\*Large Item\\* 1100 Grinnell Street](#)

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

Absent: 1 - Commissioner Perez

Yes: 5 - Commissioner Green, Commissioner Harrison, Commissioner Moody, Commissioner Oropeza, and Chairman Burkee

No: 1 - Commissioner Osborn

Subsequently, a motion was made by Commissioner Green, seconded by Commissioner Moody, that the demolition of the one-story non-historic shed, pool and pool deck by Approved. The motion passed unanimously.

- 5 Second Reading - ~~Renovations, relocation and elevation of contributing structure. New one-story rear addition, pool, pool deck, wood pergola, and site improvements.~~  
Demolition of historic rear porch, shed roof addition, and non-historic front porch - **624 United Street - T.S. Neal Architects, Seth Neal (C2025-0100)**

Attachments: [Public Comment - Willoughby](#)  
[\\*Large Item\\* 624 United Street](#)

This Item was Postponed to the February 24, 2026 meeting during agenda approval.

### New Business

- 6 Renovations to altered contributing structure. Elevation of structure by 6". New rear addition, rebuilding front porch, and site improvements - **304 Truman Ave - Habitat for Humanity (C2025-0101)**

Attachments: [\\*Large Item\\* 304 Truman Avenue Design](#)

Commissioner Moody recused himself from Items 6 & 7 and left the dais.

Commissioner Oropeza recused himself from Items 6, 7, 8, & 9 and left the dais.

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

**Recuse:** 2 - Commissioner Moody, and Commissioner Oropeza

**Absent:** 1 - Commissioner Perez

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

- 7 Demolition of remaining deteriorated real wall - **304 Truman Ave - Habitat for Humanity (C2025-0101)**

Attachments: [\\*Large Item\\* 304 Truman Avenue Demolition](#)

A motion was made by Commissioner Osborn, seconded by Commissioner Harrison, that the demolition of remaining deteriorated real wall be Approved. The motion carried by the following vote:

**Recuse:** 2 - Commissioner Moody, and Commissioner Oropeza

**Absent:** 1 - Commissioner Perez

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

- 8 New two-story single-family residence, new pool, pool deck, and site improvements. Relocation of existing contributing structure, new side and rear addition, new pool, pool deck, and site improvements - **1327 Duncan Street - Sandbar Design Studio Inc (C2025-0102)**

**Attachments:** [\\*Large Item\\* 1327 Duncan Street - Design](#)

Commissioner Moody returned to the dais.

A motion was made by Commissioner Moody, seconded by Commissioner Osborn, that the Item be Approved with the following conditions:

The applicant shall:

1. Retain metal shingles on the historic structure
2. Reintroduce the historic front porch by moving the building back 3-feet and working with staff on details
3. Retain the historic front entrance
4. Revise some of the window fenestrations and install six over six pattern windows throughout

The motion carried by the following vote:

**Recuse:** 1 - Commissioner Oropeza

**Absent:** 1 - Commissioner Perez

**Yes:** 5 - Commissioner Green, Commissioner Harrison, Commissioner Moody, Commissioner Osborn, and Chairman Burkee

- 9 Demolition of historic rear one-story cottage, historic side shed roof addition, rear gable addition, rear non-historic shed, and site features - **1327 Duncan Street - Sandbar Design Studio Inc (C2025-0102)**

**Attachments:** [\\*Large Item\\* 1327 Duncan Street - Demolition](#)

A motion was made by Commissioner Moody, seconded by Commissioner Osborn, that the demolition of the historic rear one-story cottage, historic side shed roof addition, rear gable addition, rear non-historic shed, and site features be Approved. The motion carried by the following vote:

**Recuse:** 1 - Commissioner Oropeza

**Absent:** 1 - Commissioner Perez

**Yes:** 5 - Commissioner Green, Commissioner Harrison, Commissioner Moody, Commissioner Osborn, and Chairman Burkee

- 10 Renovations to contributing structure. Partial enclosure of rear porch and reconstruction of two-story historic side addition with new gable roof, new pool, pool deck, and site improvements - **602 Southard Street - Serge Mashtakov, PE (C2025-0105)**

Attachments: [\\*Large Item\\* 602 Southard Street Design](#)

Commissioner Oropeza returned to the dais.

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 Perez

**Yes:** 6 - Commissioner Green, Commissioner Harrison, Commissioner Moody, Commissioner Oropeza, Commissioner Osborn, and Chairman Burkee

- 11 Partial demolition of historic two-story side addition to accommodate new gable roof - **602 Southard Street - Serge Mashtakov, PE (C2025-0105)**

Attachments: [\\*Large File\\* 602 Southard Street Demolition](#)

A motion was made by Commissioner Moody, seconded by Commissioner Osborn, that the partial demolition of the historic two-story side addition to accommodate new gable roof be Approved. The motion carried by the following vote:

**Absent:** 1 - Commissioner Perez

**Yes:** 6 - Commissioner Green, Commissioner Harrison, Commissioner Moody, Commissioner Oropeza, Commissioner Osborn, and Chairman Burkee

- 12 Renovations to contributing structure façade to install full height storefront system - **1114 Duval Street - Serge Mashtakov, PE (C2025-0107)**

Attachments: [\\*Large Item\\* 1114 Duval Street - Design](#)

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

**Absent:** 1 - Commissioner Perez

**Yes:** 6 - Commissioner Green, Commissioner Harrison, Commissioner Moody, Commissioner Oropeza, Commissioner Osborn, and Chairman Burkee

- 13 Demolition of bottom portion of exterior walls to accommodate storefront system - **1114 Duval Street - Serge Mashtakov, PE (C2025-0107)**

Attachments: [\\*Large Item\\* 1114 Duval Street - Demolition](#)

A motion was made by Commissioner Green, seconded by Commissioner Osborn, that the demolition of the bottom portion of exterior walls to accommodate storefront system be Approved. The motion carried by the following vote:

**Absent:** 1 - Commissioner Perez

**Yes:** 6 - Commissioner Green, Commissioner Harrison, Commissioner Moody, Commissioner Oropeza, Commissioner Osborn, and Chairman Burkee

- 14 Replacement of storefront windows on contributing structure with aluminum frame storefront windows - **900 Frances Street - A20 Architecture LLC (C2025-0109)**

Attachments: [\\*Large Item\\* 900 Frances Street - Design](#)

Commissioner Osborn recused herself from Items 14 & 15 and left the dais.

A motion was made by Commissioner Oropeza, seconded by Commissioner Moody, that the Item be Approved with the condition that decorative trim is installed over the aluminum frames and that the applicant work with staff for design approval. This exception was granted because the applicant could not locate any other window substitution which would satisfy the Florida Building Code requirements for wind pressure at this location. The motion carried by the following vote:

**Recuse:** 1 - Commissioner Osborn

**Absent:** 1 - Commissioner Perez

**Yes:** 5 - Commissioner Green, Commissioner Harrison, Commissioner Moody, Commissioner Oropeza, and Chairman Burkee

- 15 Replacement of all exterior windows and doors on contributing structure with impact rated units - **210 Elizabeth Street - A20 Architecture LLC (C2025-0110)**

Attachments: [\\*Large Item\\* 210 Elizabeth Street Design](#)

A motion was made by Commissioner Moody be Approved. The motion was seconded by Commissioner Oropeza, with a request for a friendly amendment to the motion to include a condition that the trim is painted white.

Commissioner Moody agreed to the friendly amendment. The motion carried by the following vote:

**Recuse:** 1 - Commissioner Osborn

**Absent:** 1 - Commissioner Perez

**Yes:** 5 - Commissioner Green, Commissioner Harrison, Commissioner Moody, Commissioner Oropeza, and Chairman Burkee

16

New wood pergola with louvered wall and pool at side of house - **812 Carsten Lane - Alex Sainato (C2025-0112)**

**Attachments:** [\\*Large Item\\* 812 Carsten Lane - Design](#)

Commissioner Osborn returned to the dais.

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

**Absent:** 1 - Commissioner Perez

**Yes:** 6 - Commissioner Green, Commissioner Harrison, Commissioner Moody, Commissioner Oropeza, Commissioner Osborn, and Chairman Burkee

17

Renovations to contributing structure. Reconfiguration of existing rear additions. Elevation of structure by 1'1" - **906 Packer Street - Bender and Associates Architects (C2025-0070)**

**Attachments:** [\\*Large Item\\* 906 Packer Street](#)

Chairman Burkee recused himself from Items 17, 18, 19, & 20, passed the gavel to Commissioner Oropeza, and left the dais.

A motion was made by Commissioner Osborn, seconded by Commissioner Harrison, that the Item be Approved based on the fact that this is a unique property with encumbrances that are not common to many properties and particularly looking at guideline #13, the changes in the proposed design would have similar massing to immediately adjacent structures and would compliment the existing building's architecture. The motion carried by the following vote:

**No:** 2 - Commissioner Green, and Commissioner Moody

**Recuse:** 1 - Chairman Burkee

**Absent:** 1 - Commissioner Perez

**Yes:** 3 - Commissioner Harrison, Commissioner Oropeza, and Commissioner Osborn

18 Demolition of rear shed and partial demolition of second-story mezzanine - **906 Packer Street - Bender and Associates Architects (C2025-0070)**

Attachments: [\\*Large Item\\* 906 Packer Street Demolition](#)

A motion was made by Commissioner Osborn, seconded by Commissioner Harrison, that the demolition of the rear shed and partial demolition of second-story mezzanine be Approved. The motion carried by the following vote:

**No:** 2 - Commissioner Green, and Commissioner Moody

**Recuse:** 1 - Chairman Burkee

**Absent:** 1 - Commissioner Perez

**Yes:** 3 - Commissioner Harrison, Commissioner Oropeza, and Commissioner Osborn

19 New dwelling unit to replace existing dwelling unit at rear - **417 Simonton Street - Bender & Associates Architects (C2025-0078)**

Attachments: [\\*Large Item\\* 417 Simonton Street - Design](#)

A motion was made by Commissioner Moody, seconded by Commissioner Osborn, that the Item be Approved with the condition that the staff recommended 6-foot fence to reduce visibility from the street be added and approved by staff once the design has been established. The motion carried by the following vote:

**Recuse:** 1 - Chairman Burkee

**Absent:** 1 - Commissioner Perez

**Yes:** 5 - Commissioner Green, Commissioner Harrison, Commissioner Moody, Commissioner Oropeza, and Commissioner Osborn

20 Demolition of existing dwelling unit at rear - **417 Simonton Street - Bender & Associates Architects (C2025-0078)**

Attachments: [\\*Large Item\\* 417 Simonton Street - Demolition](#)

A motion was made by Commissioner Moody, seconded by Commissioner Osborn, that the demolition of existing dwelling unit at rear be Approved. The motion carried by the following vote:

**Recuse:** 1 - Chairman Burkee

**Absent:** 1 - Commissioner Perez

**Yes:** 5 - Commissioner Green, Commissioner Harrison, Commissioner Moody, Commissioner Oropeza, and Commissioner Osborn



## Discussion Items

*Chairman Burkee returned the dais and Commissioner Oropeza passed the gavel back to him.*

21

Window replacements in the historic district

**Attachments:** [Memo for Windows in Historic District](#)  
[Public Comment - Fernandez](#)

22

West Martello Tower (1100 Atlantic Blvd) and The Armory  
(600 White Street) - National Register Additional  
Documentation

**Attachments:** [Cover Memo for Clg Advisory Review Cover Memo – Armory & West  
Martello Tower.pdf](#)  
[\\*Large Item\\* The Armory Additional Documentation](#)  
[\\*Large Item\\* West Martello Additional Documentation](#)

Discussed

**Public Comments**

**Commissioner Comments**

**Adjournment - 7:40 P.M.**