



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### Contractors Examining Board

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Wednesday, September 6, 2023

3:30 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 - 3:30 P.M.**

#### Roll Call

**Absent** 1 - Mr. Balbuena Sr

**Present** 6 - Mr. Chinnis, Mr. Millelli, Ms. Norris, Mr. Vazquez, Mr. Waite, and Chairman Castellanos

#### Pledge of Allegiance to the Flag

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

#### Administering the Oath by the Clerk of the Board

#### Approval of Minutes

1 June 7, 2023

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

A motion was made by Mr. Waite, seconded by Ms. Norris, to approve the Minutes. The motion passed unanimously.

#### Action Items

2 (HEAR)  
Case: #2022-01542  
Address: 10 Lowes Lane  
Contractor: Key West Trim Works (Luigi Vaccaro, III)

Code Officer: Roman Stenko

Count 1: Sec. 14-37 - Work performed beyond the scope of the issued permit.

On 11/21/2022 Code Officer Roman Stenko, in response to a complaint regarding unpermitted work at the subject address 10 Lowes Lane. Officer Stenko along with Building Inspector Tarin Wright conducted an inspection where they observed and photographed work that was performed over the scope of permits that had been issued to the property (BLD22-3106 and BLD22-3108). The contractor of record is Key West Trim Works. A Stop Work Order was placed. Mr. Darek Lyzwinski is the property owner of record and stated that he worked for Key West Trim Works. They agreed to apply for an after the fact permit for Electrical Demo.

Count 2: Sec. 14-40 Permit in historic districts; Failure to apply and obtain a certificate of appropriateness with the City of Key West HARC Department.

Count 3: Sec. 18.117 Acts declared unlawful

It shall be unlawful for any contractor, as defined in section 18-116, operating anywhere within the city, licensed individually or as a firm contractor, or any officers, directors or qualified representatives of a firm contractor to commit any one or more of the acts or omissions set forth in this section. It shall also be unlawful for any property owner to commit any one or more of the acts or omissions set forth in this section as it may pertain to a property. Violations of this section by a property owner shall be subject to the authority of the special master.

Sponsor: Mr. Ramsingh

**Attachments:** [22 00001542\(191029\) - PICS-VIDEO - PICTURES - PICS-VIDEO](#)  
[22 00001542\(191029\) - PICS-VIDEO - PICTURES - PICS-VIDEO2](#)  
[22 00001542\(191029\) - PICS-VIDEO - PICTURES - PICS-VIDEO3](#)  
[22 00001542\(191029\) - PICS-VIDEO - PICTURES - PICS-VIDEO4](#)  
[22 00001542\(191029\) - PICS-VIDEO - PICTURES - PICS-VIDEO5](#)  
[Case Details \(44\)](#)  
[EXTERNAL\\_Delivered\\_Notice of Hearing to appear before the Contractors Examining Board on September 6 2023 at 3 30 pm - Luigi Vaccaro Key West Trim Works](#)

**A motion was made by Ms. Norris, seconded by Mr. Waite, to grant a continuance on the Action Item until the December 6, 2023 meeting. The motion passed unanimously.**

**3** 2024 Contractor's Examining Board Meeting Schedule

**Attachments:** [2024 CEB Proposed Meeting Dates](#)

A motion was made by Mr. Vazquez, seconded by Mr. Waite, to approve the proposed 2023-2024 Contractor's Examining Board Meeting dates, noting a scribner error regarding the September 2024 meeting date. The motion passed unanimously.

**Reports**

**Adjournment - 3:47 P.M.**