

Historic Architectural Review Commission Staff Report for Item 20

То:	Chairman Haven Burkee and Historic Architectural Review Commission Members
From:	Daniela Salume, MFA Historic Preservation Manager
Meeting Date:	May 27, 2025
Applicant:	Nautilus Drafting & Design Services
Application Number:	C2025-0052
Address:	1011 Windsor Lane

Description of Work:

After the fact – Bump out and staircase on north elevation.

Site Facts:

The building under review is a historic and contributing structure to the historic district built circa 1899. The site consists of a two-story historic structure with a one-story sawtooth in the rear. The sawtooth is historic as it shows as early as the 1912 Sanborn Map. This is an after-the-fact case for the enclosure of the bump out and the staircase removal in the north elevation. The Code Case included a two-story frame structure in the rear which has already been demolished (in 2022), an elevated walkway that connected the new two-story with the principal building which has already been demolished (in 2022), a wooden staircase, and a first-floor covered porch with a second-floor open porch as shown in the survey. The first-floor covered porch with the second-floor open porch and the wooden staircase went to the HARC Commission on March 25, 2025, where it was approved. Currently the house sits on piers and is located within the X flood zone.



Photo of house under review. Monroe County Library 1965.



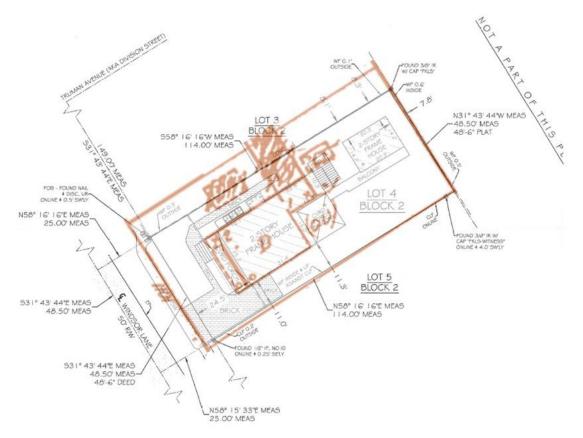
Photo of house under review. Property Appraisers website 09/24/21.



Photo of house under review showing bump out.



Photo of house under review showing bump out.



1962 Sanborn Map and current survey.

Guidelines Cited on Review:

- Guidelines for Windows (pages 29a-30e), specifically guidelines A (6, 7, 8 and 9) and B (4).
- Guidelines for Entrances, Porches, Doors, and Exterior Staircases (pages 32-33), specifically first paragraph, guidelines 1, 3 (first sentence), 5, 9, 13, 14, and 15.
- Guidelines for Additions (pages 37a-37k), specifically guidelines 1, 2, 3, 4 (first sentence), 5, 13, 14, 21 (first sentence), 22, 23, 26 (first sentence), 29, 30, 32, and 33.
- Secretary of the Interior's Standards for Rehabilitation (pages 16-17), specifically standards 2, 4, 5, 6, 9, and 10.

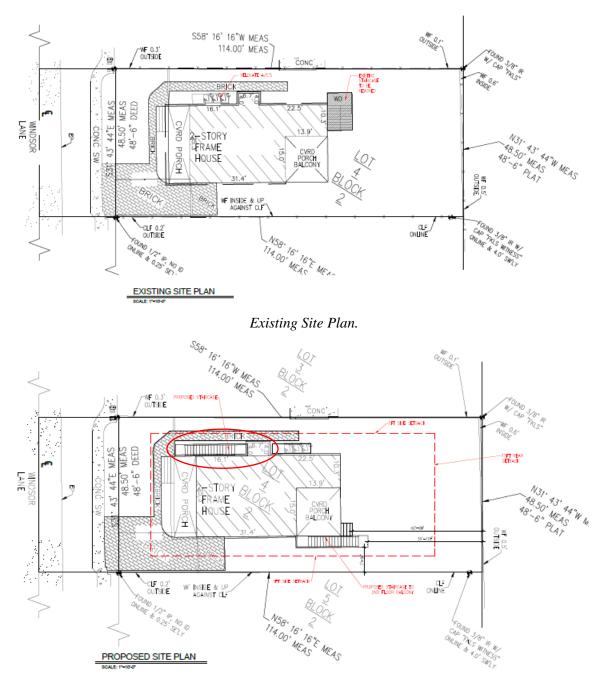
Staff Analysis:

On March 25, 2025 an after the fact application was presented to the HARC Commission for unpermitted construction that includes a first-floor covered porch, a second-floor open porch deck, and a staircase al at the rear. A previous code case involved the demolition of a two-story rear structure and elevated walkway, which were also built without approval.



Photo of house under review around 2018 when building was sold. (realtor.com)

Currently, a Certificate of Appropriateness is being reviewed for the existing bump out on the north elevation which houses a shower on the interior and the now demolished wooden staircase leading to the bump out which was originally a landing with a sloped roof. While the original staircase has been demolished, the plans propose to reconstruct it in its historic location, configuration, and materials. Two options are under consideration for the bumpout: one includes installing a faux door and the other option is to keep the existing hexagonal window on the front elevation.



Proposed Site Plan. Staircase circled in red.



Existing Front Elevation.



Proposed Front Elevation. (Option 1)



Proposed Front Elevation. (Option 2)



Existing Side Elevation.



Proposed North Elevation.

Consistency with Guidelines Cited Guidelines:

The proposed reconstruction of the staircase on the north elevation is consistent with HARC guidelines, as it restores a historically documented architectural feature in its original location and form, based on photographic evidence from 1965. Regarding the enclosed bump-out, originally an open landing, the option to install a faux door may be more historically appropriate than retaining the hexagonal window. The faux door would suggest the original function of the space while avoiding full removal of the unpermitted enclosure. While the hexagonal window is less physically invasive, it does not reflect the original configuration. The commission may consider which approach either the faux door or the window is more appropriate. However, it's important to note that the enclosure itself does not comply with Guidelines 1 of Entrances, Porches and Doors states that *the removal or enclosure of an historic entrance or open front porch or side porch on publicly visible elevations of a contributing building is not appropriate; nor is the use of louvers, glazing, screening or a permanent enclosure of any kind permitted.*

APPLICATION

HARC MAJOR PROJECTS CERTIFICATE OF APPROPRIATENESS

\$463.05 NON-REFUNDABLE BASE APPLICATION FEE - OTHER FEES MAY BE APPLICABLE Rev 10/02/2022 ET



City of Key West 1300 White Street Key West, Florida 33040

	Х	HMDR	
	FLOOD ZONE	ZONING DISTRICT	BLDG PERMIT #
st	LOAS 2025-0052		
	HARC COA #	REVISION #	INITIAL & DATE

A PRE-APPLICATION MEETING WITH HARC STAFF IS REQUIRED PRIOR TO SUBMITTAL

ADDRESS OF PROPOSED PROJECT:	1011 Windsor Ln. Key West, Florida	
NAME ON DEED:	Richard Hoy	PHONE NUMBER (215)-605-1014
OWNER'S MAILING ADDRESS:	141 31st ST., Avalon, NJ 08202	EMAIL RichardHoy@yahoo.com
	· · · · · · · · · · · · · · · · · · ·	
APPLICANT NAME:	Nautilus Drafting & Design Services	PHONE NUMBER (305)-906-1530
APPLICANT'S ADDRESS:	21460 Overseas hwy Suite 3	EMAIL Nautilusdrafting@gmail.com
	Cudjoe Key, FL 33042	
APPLICANT'S SIGNATURE:	formation Juaroa	DATE 5/13/2025
	//	

ANY PERSON THAT MAKES CHANGES TO AN APPROVED CERTIFICATE OF APPROPRIATENESS MUST SUBMIT A NEW APPLICATION.

FLORIDA STATUTE 837.06: WHOEVER KNOWINGLY MAKES A FALSE STATEMENT IN WRITING AND WITH THE INTENT TO MISLEAD A PUBLIC SERVANT IN THE PERFORMANCE OF HIS OR HER OFFICIAL DUTY SHALL BE GUILTY OF A MISDEMEANOR OF THE SECOND-DEGREE PUNISHABLE PER SECTION 775.082 OR 775.083. THE APPLICANT FURTHER HEREBY ACKNOWLEDGES THAT THE SCOPE OF WORK AS DESCRIBED IN THE APPLICATION SHALL BE THE SCOPE OF WORK THAT IS CONTEMPLATED BY THE APPLICANT AND THE CITY. THE APPLICANT FURTHER STIPULATES THAT SHOULD FURTHER ACTION BE TAKEN BY THE CITY FOR EXCEEDING THE SCOPE OF THE DESCRIPTION OF WORK, AS DESCRIBED HEREIN, AND IF THERE IS CONFLICTING INFORMATION BETWEEN THE DESCRIPTION OF WORK AND THE SUBMITTED PLANS, THE AFOREMENTIONED DESCRIPTION OF WORK SHALL BE CONTROLLING.

 PROJECT INCLUDES:
 REPLACEMENT OF WINDOWS_____
 RELOCATION OF A STRUCTURE_____
 ELEVATION OF A STRUCTURE_____

 PROJECT INVOLVES A CONTRIBUTING STRUCTURE:
 YES______
 NO______
 INVOLVES A HISTORIC STRUCTURE:
 YES______
 NO______

 PROJECT INVOLVES A STRUCTURE THAT IS INDIVIDUALLY LISTED ON THE NATIONAL REGISTER:
 YES______
 NO______

DETAIL	ED PROJECT DESCRIPTION INCLUDING MATERIALS, HEIGHT, DIMENSIONS, SQUARE FOOTAGE, LOCATION, ETC.						
GENERAL:	ENERAL: Construct New stairs to left side of home to existing upstairs landing that was enclosed.						
MAIN BUILDI	NG						
WAIN BUILDI							
DEMOLITION	(PLEASE FILL OUT AND ATTACH DEMOLITION APPENDIX):						

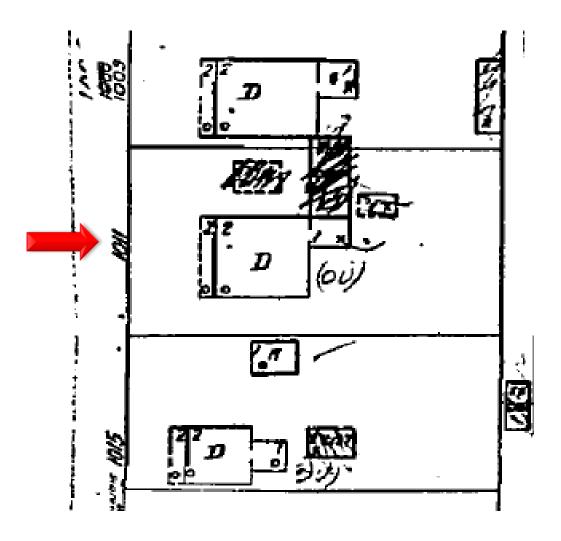
APPLICATIONS MUST BE SUBMITTED IN PERSON WITH HARD COPIES BY 3PM ON THE SCHEDULED DEADLINE PLEASE SEND AN ELECTRONIC COPY OF ALL DOCUMENTS CITY_HARC@CITYOFKEYWEST-FL.GOV

ACCESSORY STRUCTURE(S):				
PAVERS:	FENCES:			
DECKS:	PAINTING:			
SITE (INCLUDING GRADING, FILL, TREES, ETC):	POOLS (INCLUDING EQUIPMENT):			
Protect existing trees on site				
ACCESSORY EQUIPMENT (GAS, A/C, VENTS, ETC):	OTHER:			

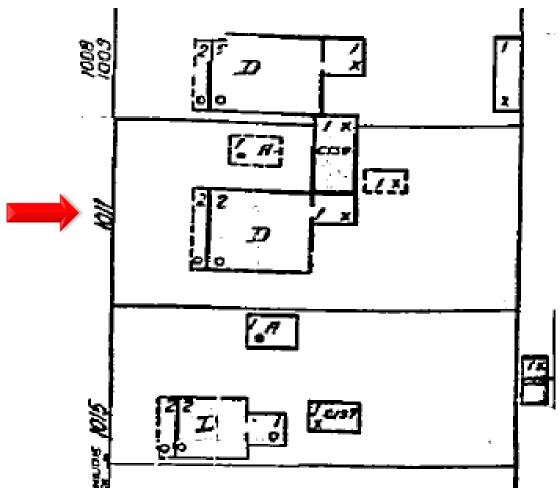
OFFICIAL USE ONLY:		HARC COM	IMISSION REVIEW	EXPIRES ON:
MEETING DATE:			DEFERRED FOR FUTURE CONSIDERATION	INITIAL:
MEETING DATE:			DEFERRED FOR FUTURE CONSIDERATION	INITIAL:
MEETING DATE:			DEFERRED FOR FUTURE CONSIDERATION	INITIAL:
REASONS OR CONDITIONS:	APPROVED		_ DEFERRED FOR FUTURE CONSIDERATION	
STAFF REVIEW COMMENTS:				
FIRST READING FOR DEMO:			SECOND READING FOR DEMO:	
HARC STAFF SIGNATURE AND D	DATE:		HARC CHAIRPERSON SIGNATURE AND DATE:	

THIS APPLICATION MAY BE REVIEWED BY PLANNING DEPARTMENT STAFF.

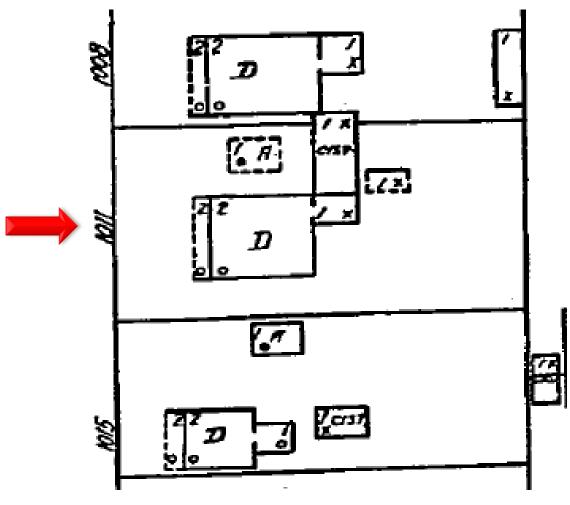
SANBORN MAPS



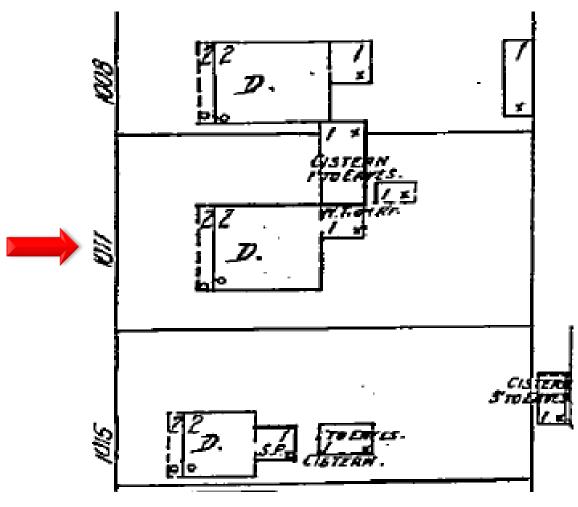
1962 Sanborn Map.



1948 Sanborn Map.



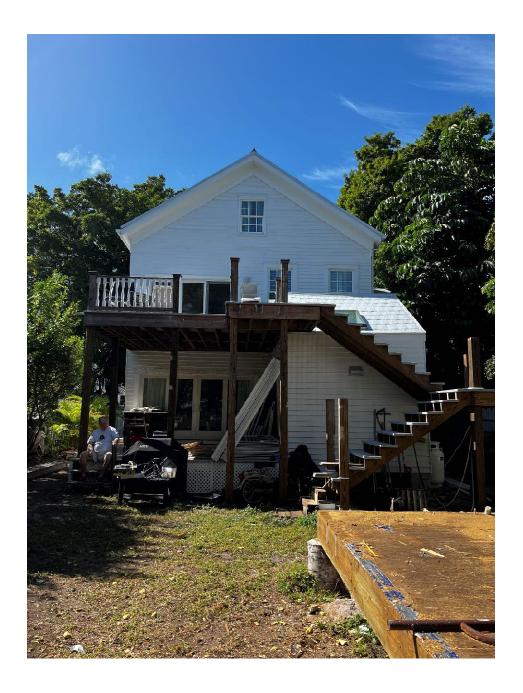
1926 Sanborn Map.

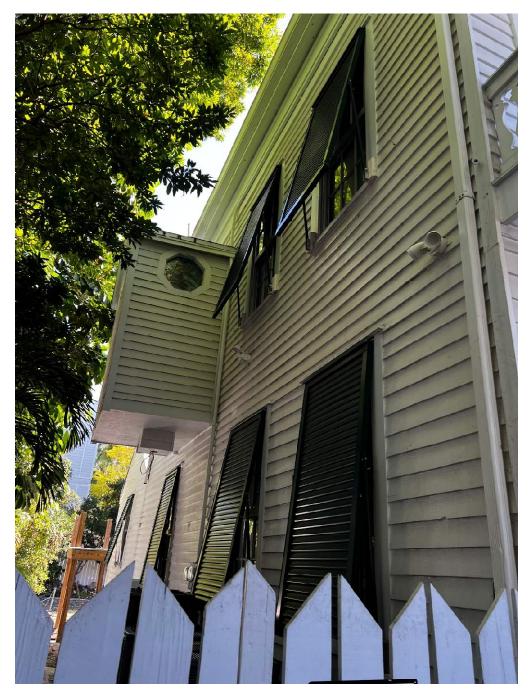


1912 Sanborn Map.

PROJECT PHOTOS

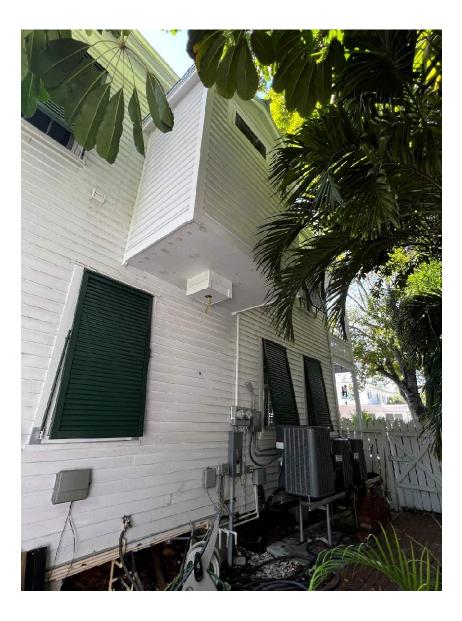
1011 Windsor Ln. rear elevation





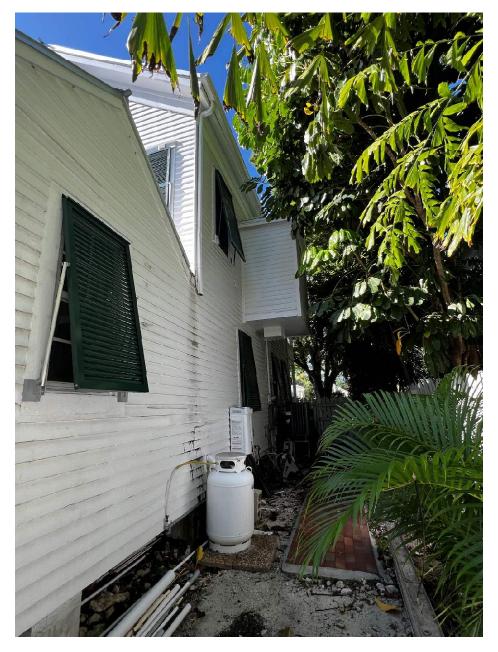
1011 Windsor Ln. side view

1011 Windsor Ln. side/rear elevation





Front elevation of 1009 Grinnell Ln. (Left) and 1011 Windsor Ln. (Right)



Side elevation of 1011 Windsor Ln.



1011 Windsor Ln. side elevation



1011 Windsor Ln. front elevation

SURVEY



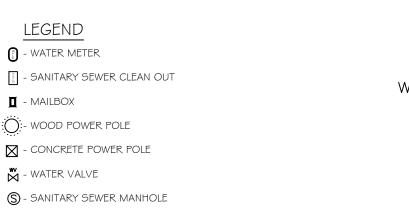
BEARING BASE: ALL BEARINGS ARE BASED ON S3 I °43'44"E ASSUMED ALONG THE CENTERLINE OF WINDSOR LANE.

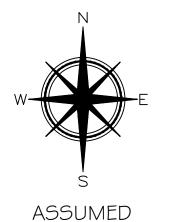
ALL ANGLES DEPICTED ARE 90 DEGREES UNLESS OTHERWISE INDICATED

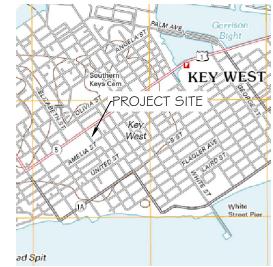
ALL UNITS ARE SHOWN IN U.S. SURVEY FEET

ADDRESS: 1011 WINDSOR LANE KEY WEST, FL 33040

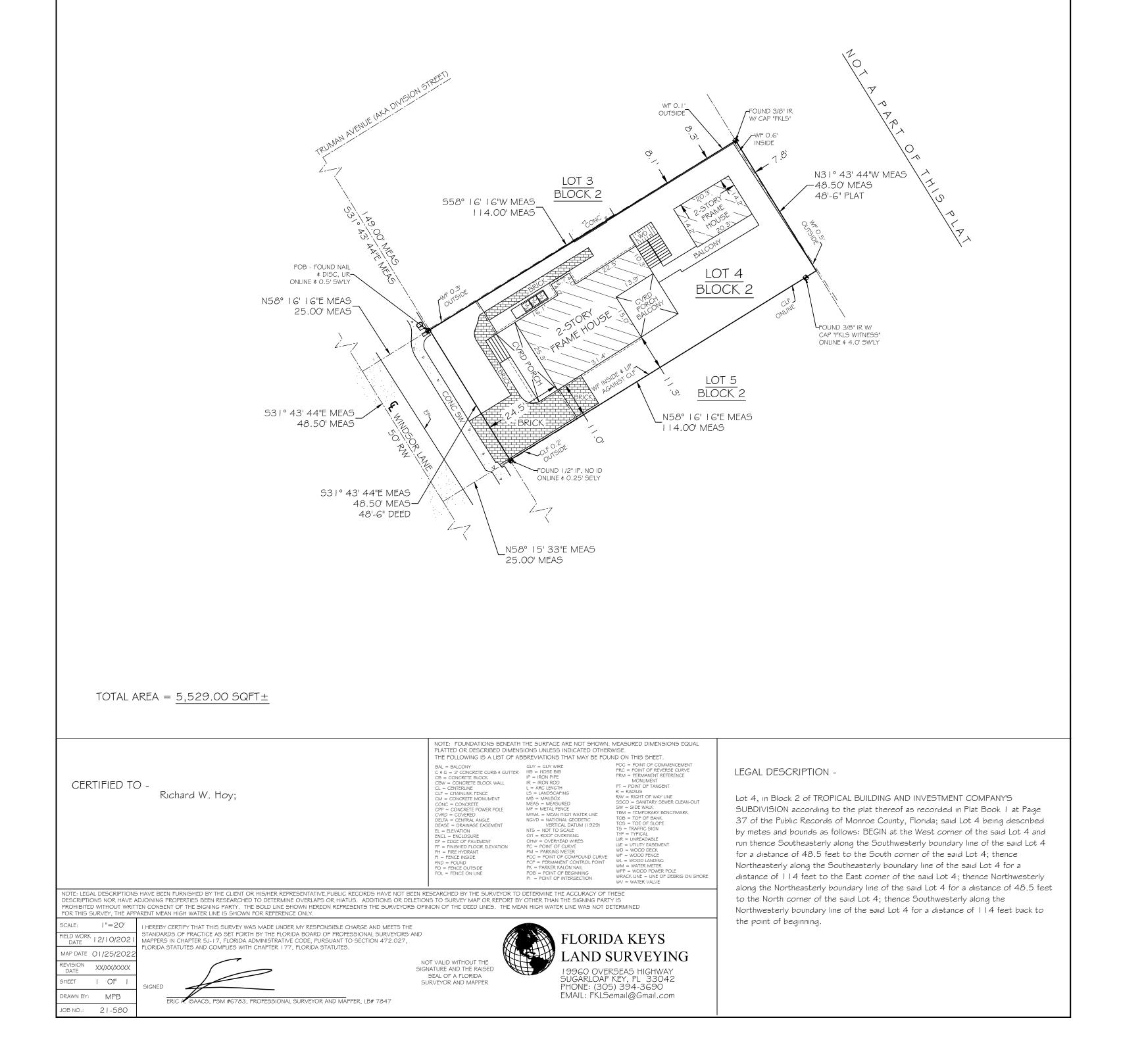
COMMUNITY NO.: 120168 MAP NO.: 12087C-1516K MAP DATE: 02-18-05 FLOOD ZONE: X-SHADED BASE ELEVATION: N/A







LOCATION MAP - NTS SEC. 06-T68S-R25E



PROPOSED DESIGN

SITE DATA

RE: 00030110-000000 ZONING: HMDR SECTION/TOWNSHIP/RANGE: 6-68-25 LEGAL DESCRIPTION: KW TROPICAL SUB PB1-37 LOT 4 SQR 2 TR 12 B5-67 OCCUPANCY: R-3 RESIDENTIAL SINGLE FAMILY TYPE OF CONSTRUCTION: VB F.I.R.M.: DATE: 02–18–05 FIRM PANEL: 12087C1516K FLOOD ZONE: AE BASE FLOOD ELEVATION (BFE) X NGVD29 FLOOD ZONE CONSTRUCTION STANDARD: ASCE 24–14

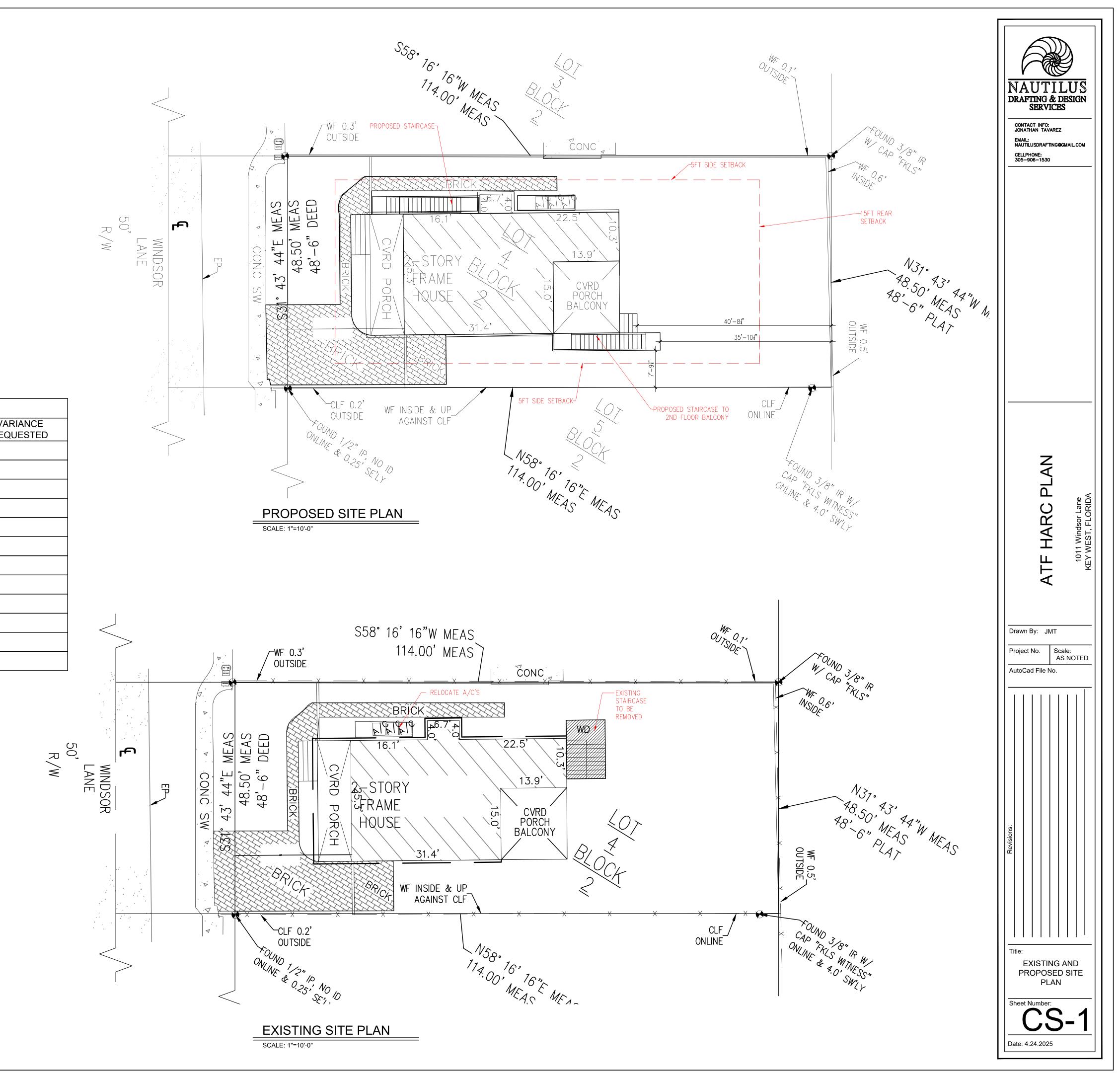
INDEX OF DRAWINGS

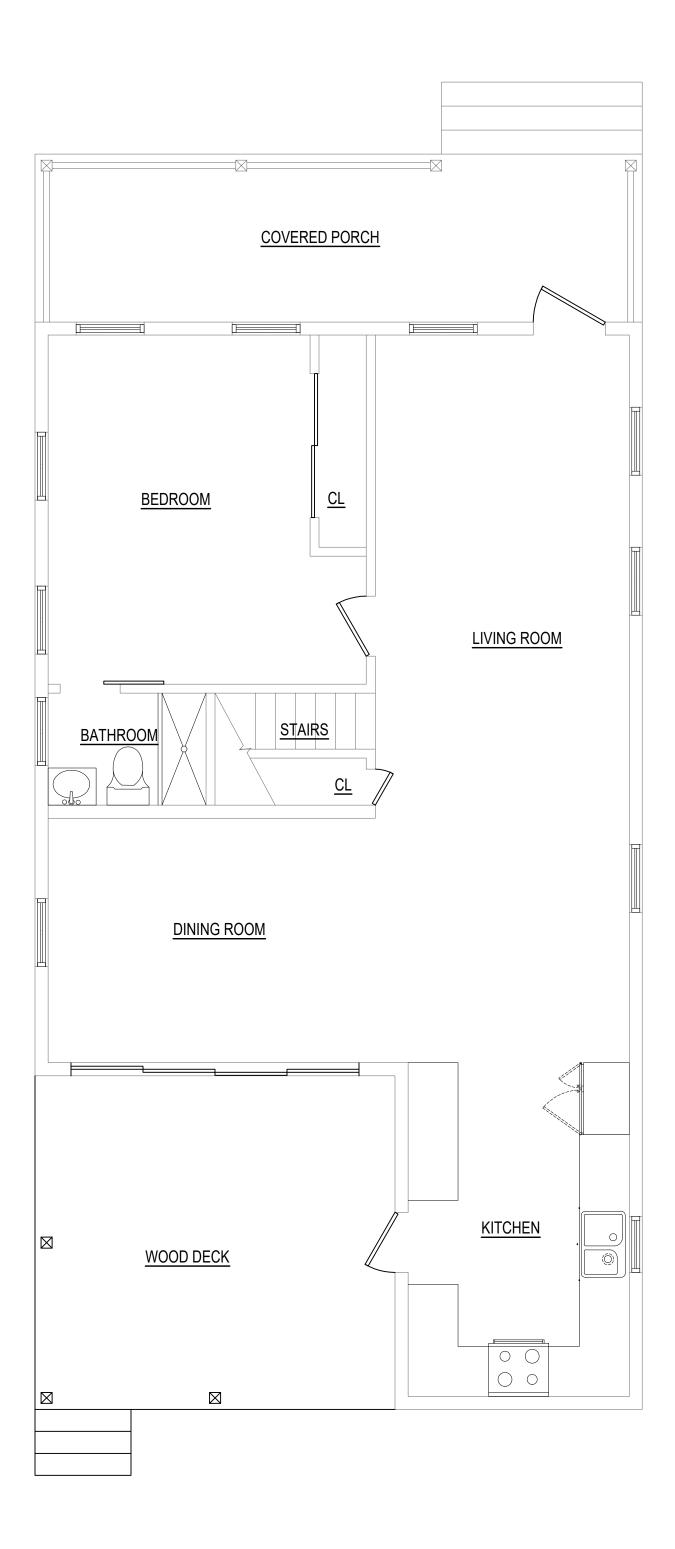
SHEET CS-1 - EXISTING AND PROPOSED SITE PLAN SHEET D-1 - EXISTING FLOOR PLAN SHEET D-2 - EXISTING ELEVATIONS SHEET A-1 - PROPOSED FLOOR PLANS SHEET A-2 - PROPOSED ELEVATIONS

SCOPE OF WORK

- PROPOSED STAIRCASE TO THE LEFT SIDE FOR THE 2ND FLOOR BUMP OUT

PROJECT DA	ГА					
	PROPO	SED	EXISTIN	IG	REQUIRED	VA REC
RE NO.	00030110-000000)				
SETBACKS:						
FRONT	N/A		N/A		10'	NONE
LEFT SIDE	N/A		N/A		5'	NONE
RIGHT SIDE	7'-6 1/4"		N/A		5'	NONE
REAR	44'-4 1/4"		N/A		15'	NONE
LOT SIZE	NO CHANGE		5,529 SQ.FT.		4000 SQ.FT.	NONE
BUILDING COVERAGE	1,494 SQ.FT.	27.02%	1,449 SQ.FT.	26.2%	40% MAX	NONE
FLOOR AREA	NO CHANGE		1,899 SQ.FT.	.34	1.0	NONE
BUILDING HEIGHT	N/A		N/A		30' MAX	NONE
IMPERVIOUS AREA	786 SQ.FT.	14.2%	751 SQ.FT.	13.5%	60% MAX	NONE
OPEN SPACE	3,287 SQ.FT.	59.45%	3,232 SQ.FT.	58.4%	35% MIN	NONE

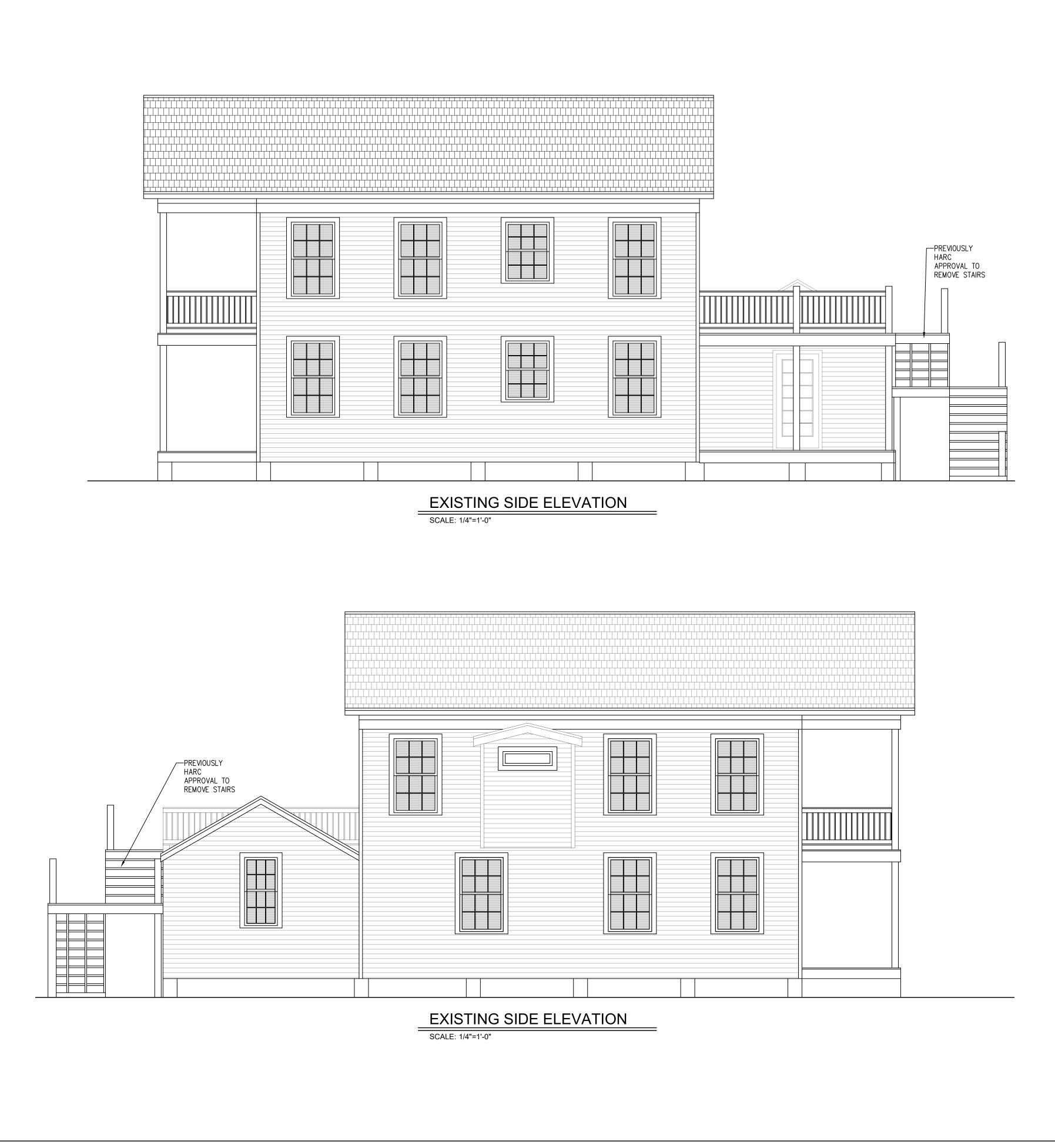


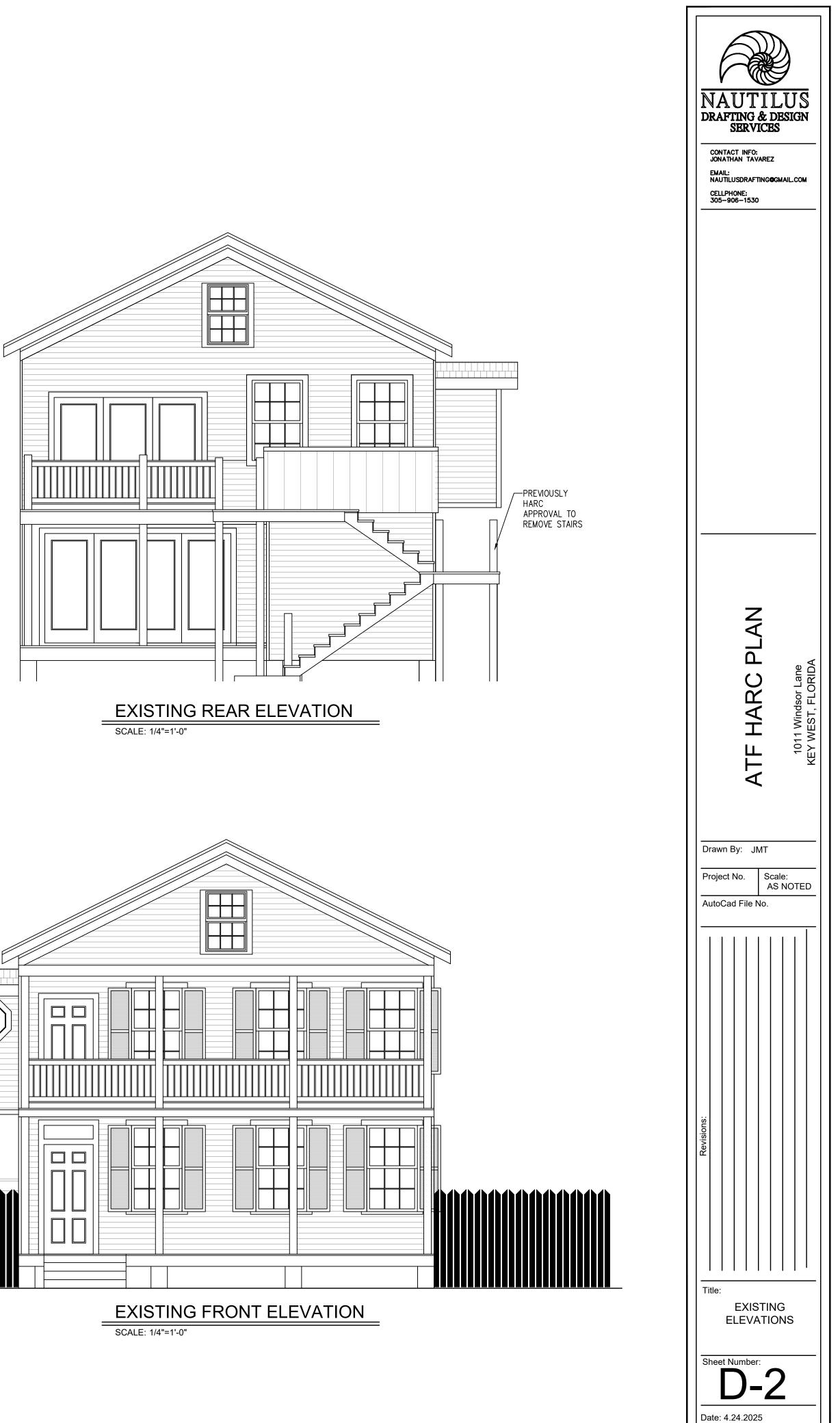


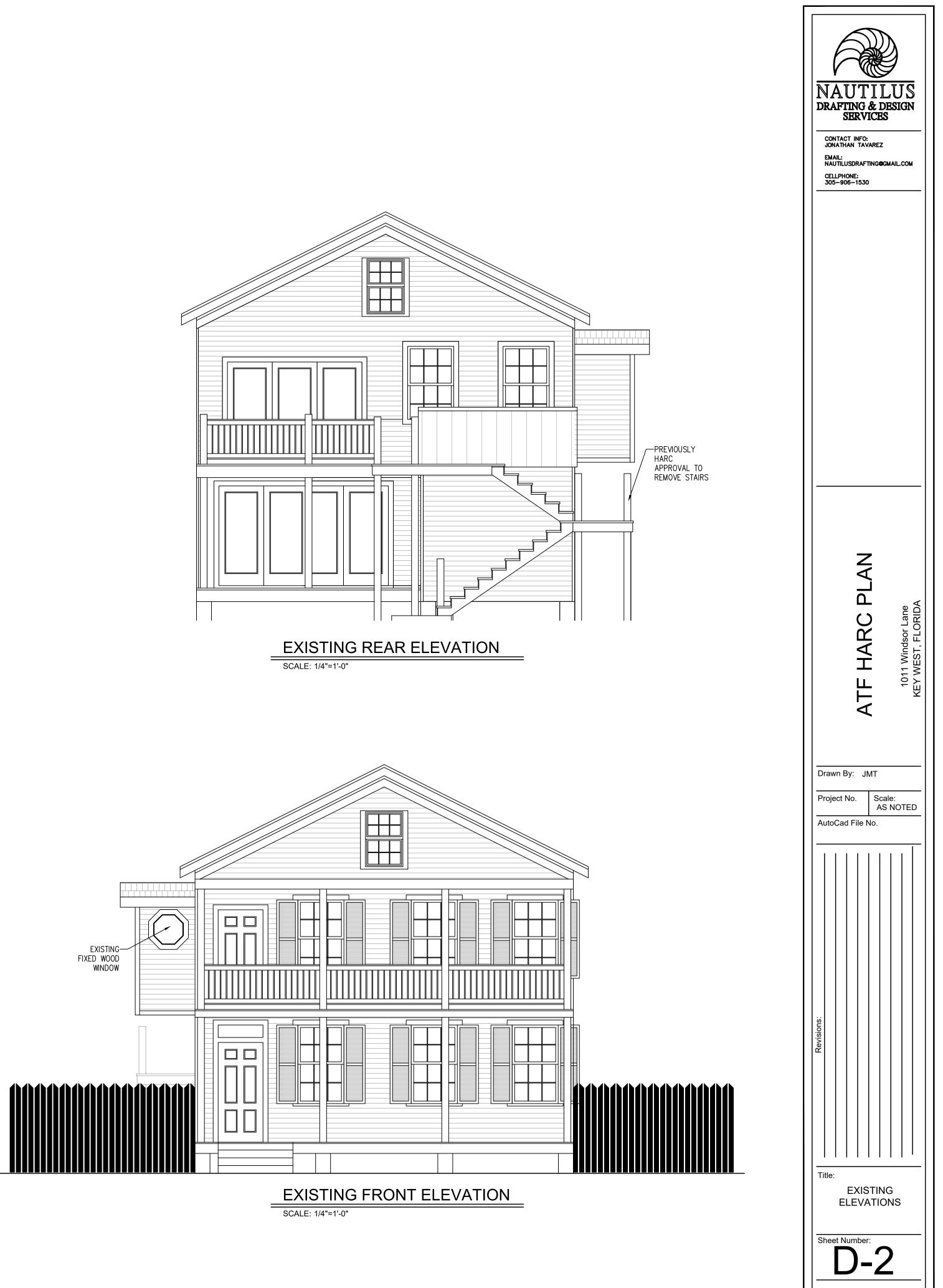
EXISTING 1ST FLOOR PLAN

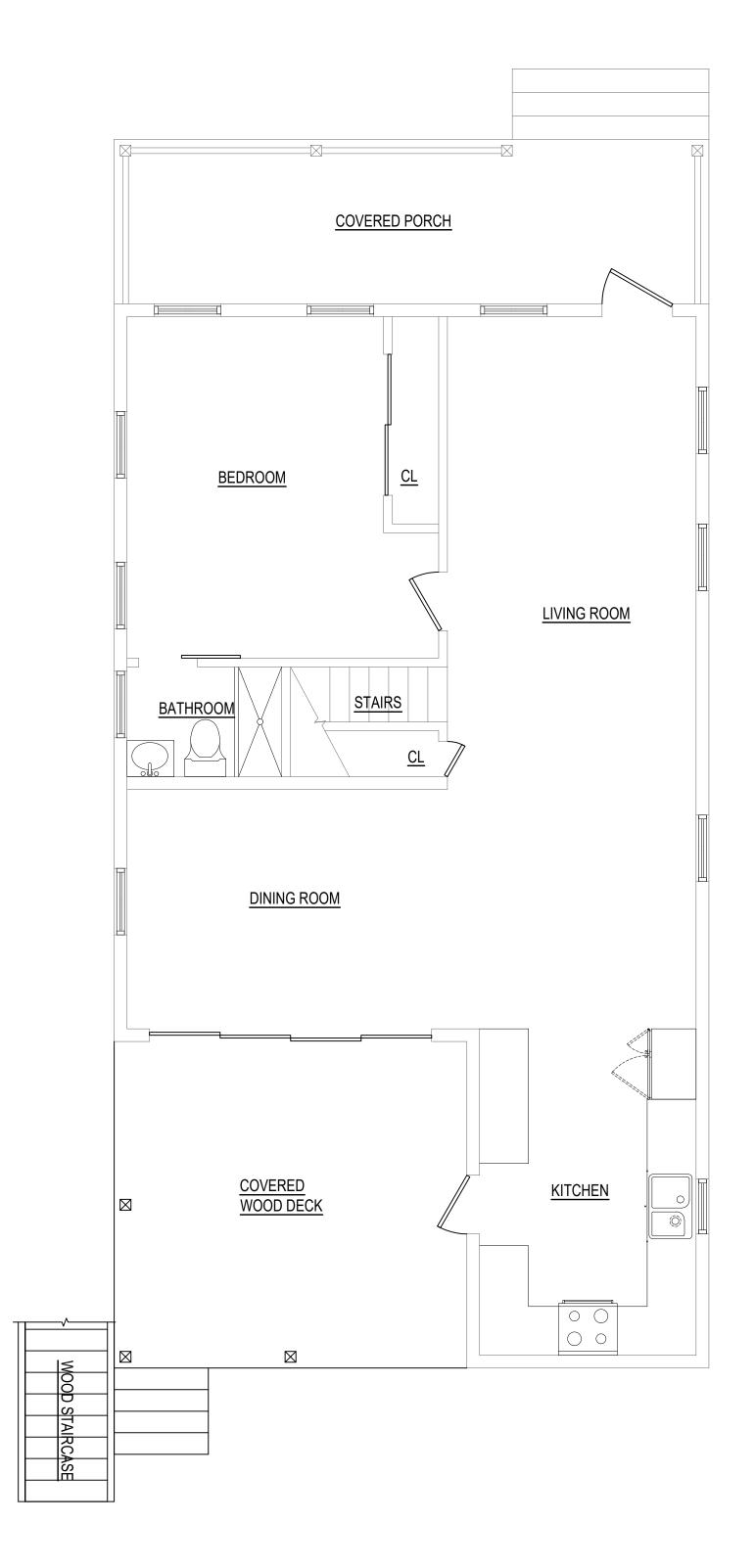
SCALE: 1/4"=1'-0"







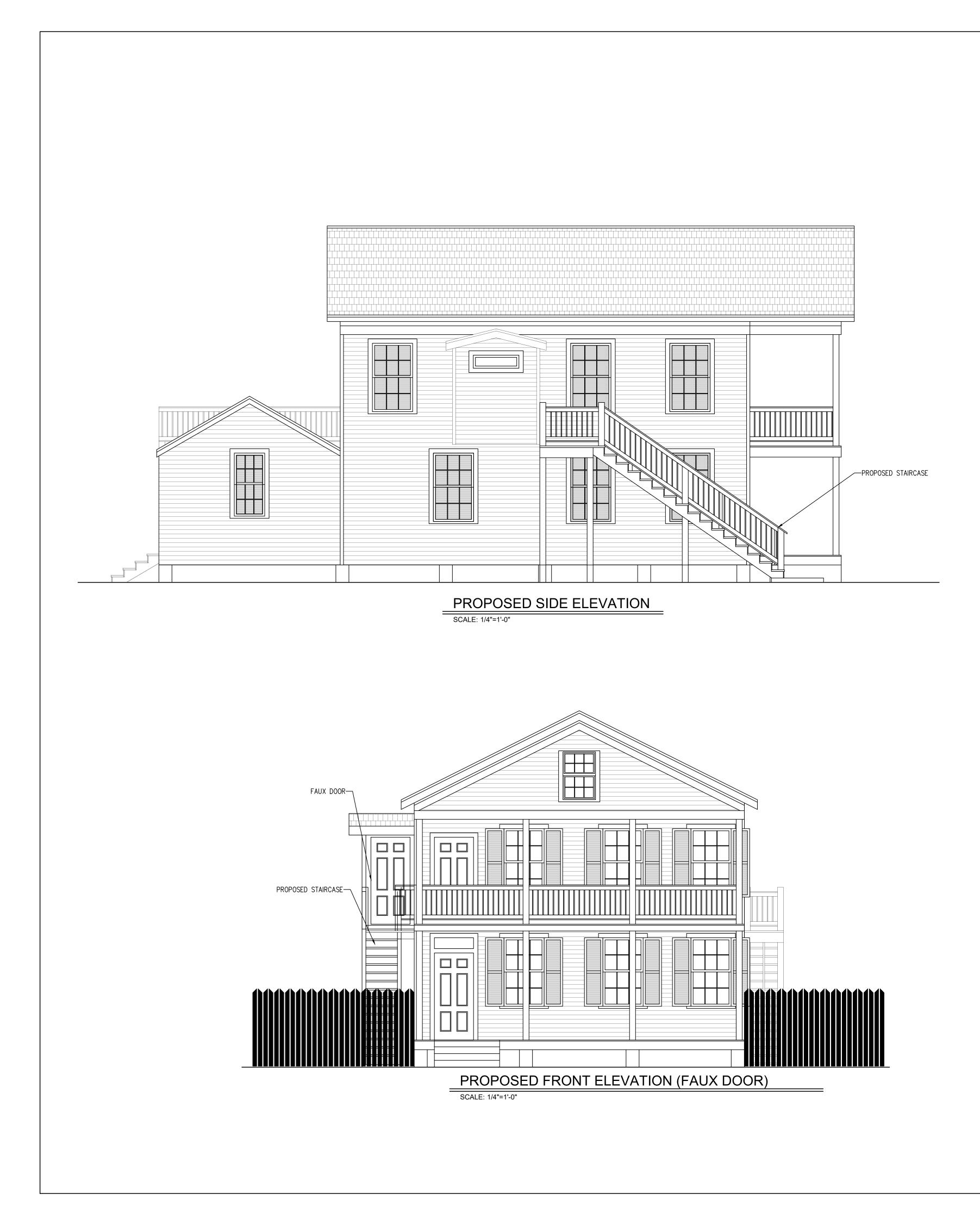


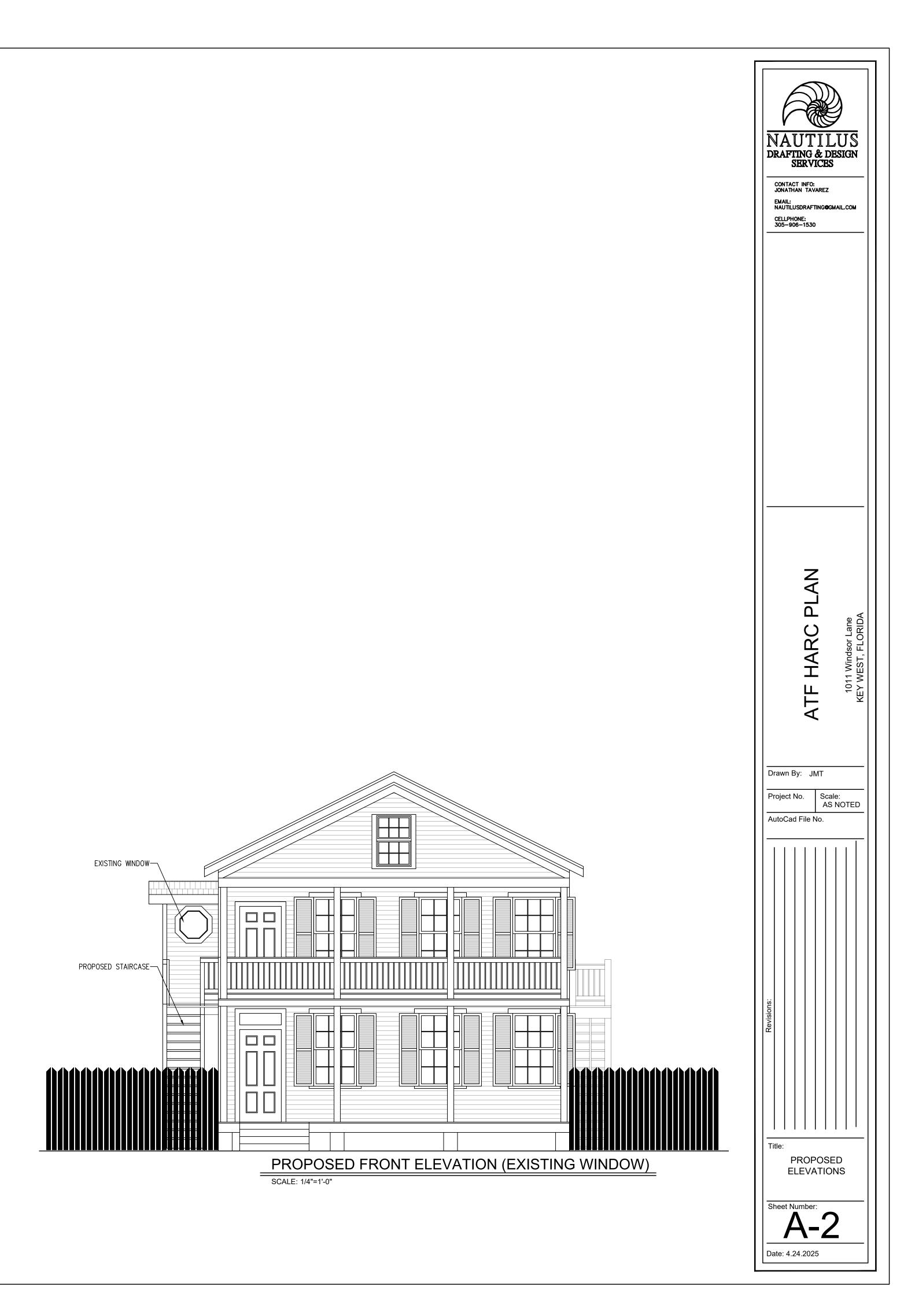


PROPOSED 1ST FLOOR PLAN

SCALE: 1/4"=1'-0"







NOTICING

The Historic Architectural Review Commission will hold a public meeting at <u>5:00 p.m., May 27, 2025, at City</u> <u>Hall, 1300 White Street</u>, Key West, Florida. The purpose of the hearing will be to consider a request for:

AFTER THE FACT - BUMP OUT AND STAIRCASE ON NORTH ELEVATION. DEMOLITION OF HISTORIC STAIRCASE.

#1011 WINDSOR LANE

Applicant – Jonathan Tavarez Application #C2025-0052

If you wish to see the application or have any questions, you may visit the Planning Department during regular office hours at 1300 White Street, call 305-809-3975 or visit our website at <u>www.citvofkeywest-fl.gov</u>.

THIS NOTICE CAN NOT BE REMOVED FROM THE SITE UNTIL HARC FINAL DETERMINATION

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 at 800-955-8771 or 800-955-8770 (Voice) 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.

HARC POSTING AFFIDAVIT

STATE OF FLORIDA: COUNTY OF MONROE:

BEFORE ME, the undersigned authority, personally appeared

Jonathan Tavarez, who, first being duly sworn, on oath, depose and says that the following statements are true and correct to the best of his/her knowledge and belief:

1. That a legal notice for Public Notice of Hearing of the Historic Architectural Review Commission (HARC) was placed on the following address:

 $\frac{1011 \text{ Windzer Ln.}}{21 \text{ day of } May}, 2025.$

This legal notice(s) contained an area of at least 8.5"x11".

The property was posted to notice a public hearing before the Key West Historic Architectural Review Commission to be held on May 27.

The legal notice(s) is/are clearly visible from the public street adjacent to the property.

The Certificate of Appropriateness number for this legal notice is $\underline{C2025-0052}$.

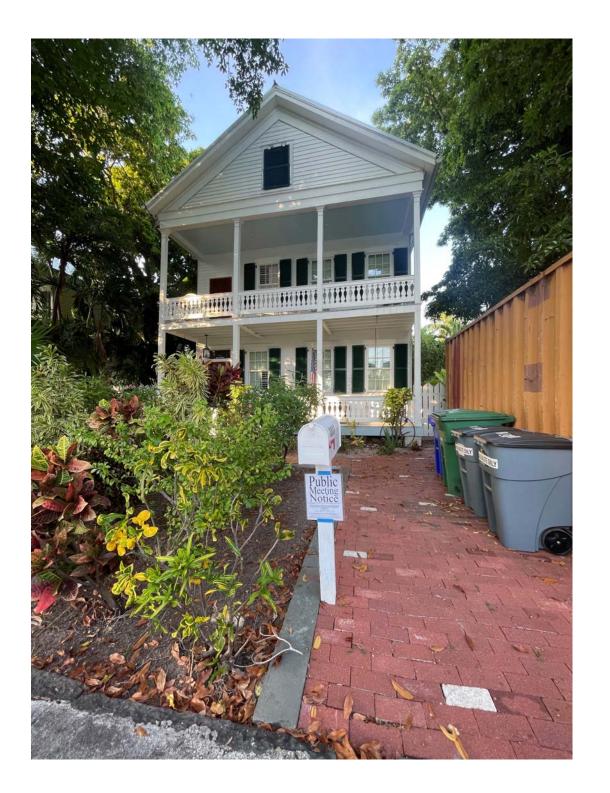
2. A photograph of that legal notice posted in the property is attached hereto.

Signed Name of Affiant:
Date: Address: City:Sugarles Kuy State, Zip: FL,33642

The forgoing instrument was acknowledged before r $Mag_{20} = 20 = 25$.	ne on this $2/$ day of
By (Print name of Affiant) Jon than T. personally known to me or has produced identification and who did take an oath.	avarez who is as
NOTARY PUBLIC Jup Milli Sign Name: Joyce Milc (1);	Notary Public State of Florida Joyce Milelli My Commission HH 478540 Expires 1/7/2028
Notary Public - State of Florida (seal) My Commission Expires:/フレション	







PROPERTY APPRAISER INFORMATION

PROPERTY RECORD CARD

Disclaimer

The Monroe County Property Appraiser's office maintains data on property within the County solely for the purpose of fulfilling its responsibility to secure a just valuation for ad valorem tax purposes of all property within the County. The Monroe County Property Appraiser's office cannot guarantee its accuracy for any other purpose. Likewise, data provided regarding one tax year may not be applicable in prior or subsequent years. By requesting such data, you hereby understand and agree that the data is intended for ad valorem tax purposes only and should not be relied on for any other purpose.

By continuing into this site you assert that you have read and agree to the above statement.

Summary

Parcel ID	00030110-000000
Account#	1030872
Property ID	1030872
Millage Group	10KW
Location Address	1011 WINDSOR Ln, KEY WEST
Legal Description	KW TROPICAL SUB PB1-37 LOT 4 SQR 2 TR 12 B5-67 OR938-2371/72 OR948-
	1829/30 OR974-907/09 OR2030-1006 OR2890-2004/07
	(Note: Not to be used on legal documents.)
Neighborhood	6108
Property Class	MULTI-FAMILY DUPLEX (0802)
Subdivision	Tropical Building and Investment Co Sub
Sec/Twp/Rng	06/68/25
Affordable	No
Housing	



Owner

HOY RICHARD W 141 31st St Avalon NJ 08202

Valuation

	2024 Certified Values	2023 Certified Values	2022 Certified Values	2021 Certified Values
+ Market Improvement Value	\$432,444	\$420,794	\$425,177	\$294,059
+ Market Misc Value	\$6,003	\$6,003	\$6,003	\$6,070
+ Market Land Value	\$1,235,068	\$1,135,173	\$859,704	\$651,841
= Just Market Value	\$1,673,515	\$1,561,970	\$1,290,884	\$951,970
= Total Assessed Value	\$1,271,240	\$1,155,673	\$1,050,612	\$951,970
- School Exempt Value	\$0	\$0	\$0	\$0
= School Taxable Value	\$1,673,515	\$1,561,970	\$1,290,884	\$951,970

Historical Assessments

Year	Land Value	Building Value	Yard Item Value	Just (Market) Value	Assessed Value	Exempt Value	Taxable Value	Maximum Portability
2024	\$1,235,068	\$432,444	\$6,003	\$1,673,515	\$1,271,240	\$O	\$1,673,515	\$O
2023	\$1,135,173	\$420,794	\$6,003	\$1,561,970	\$1,155,673	\$O	\$1,561,970	\$0
2022	\$859,704	\$425,177	\$6,003	\$1,290,884	\$1,050,612	\$O	\$1,290,884	\$0
2021	\$651,841	\$294,059	\$6,070	\$951,970	\$951,970	\$O	\$951,970	\$O
2020	\$597,353	\$300,593	\$6,137	\$904,083	\$904,083	\$O	\$904,083	\$0
2019	\$583,227	\$238,514	\$6,205	\$827,946	\$827,946	\$O	\$827,946	\$0
2018	\$657,896	\$241,782	\$6,272	\$905,950	\$833,141	\$25,000	\$880,950	\$0

The Maximum Portability is an estimate only and should not be relied upon as the actual portability amount. Contact our office to verify the actual portability amount.

Land

Land Use	Number of Units	Unit Type	Frontage	Depth
MULTI RES DRY (080D)	5,529.00	Square Foot	0	0

Buildings

Building ID Style Building Type Building Name	2327 2 STORY ELEV FOUNDA M.F R2 / R2	ATION		Exterior Walls Year Built EffectiveYearBuilt Foundation	ABOVE AVERAGE WOOD 1928 2017 CONC BLOCK
Gross Sq Ft	2108			Roof Type	GABLE/HIP
Finished Sq Ft	1758			Roof Coverage	METAL
Stories	2 Floor			Flooring Type	SFT/HD WD
Condition	GOOD			Heating Type	FCD/AIR DUCTED
Perimeter	254			Bedrooms	4
Functional Obs	0			Full Bathrooms	1
Economic Obs	0			Half Bathrooms	0
Depreciation %	6			Grade	600
Interior Walls	WALL BD/WD WAL			Number of Fire PI	0
Code De	escription	Sketch Area	Finished Area	Perimeter	
OPX EX	(C OPEN PORCH	350	0	128	
FLA FL	OOR LIV AREA	1,758	1,758	276	
TOTAL		2,108	1,758	404	

Yard Items

Description	Year Built	Roll Year	Size	Quantity	Units	Grade	
UTILITY BLDG	1976	1977	0 x 0	1	140 SF	3	
FENCES	1986	1987	0 x 0	1	1722 SF	2	
BRICK PATIO	1992	1993	0 x 0	1	355 SF	2	
CONC PATIO	1976	1977	3 x 16	1	48 SF	2	

Sales

Sale Date	Sale Price	Instrument	Instrument Number	Deed Book	Deed Page	Sale Qualification	Vacant or Improved	Grantor	Grantee
2/2/2018	\$989,000	Warranty Deed	2154329	2890	2004	01 - Qualified	Improved	YACCARINO FRANK JOSEPH	
4/1/1986	\$90,000	Warranty Deed		974	907	Q - Qualified	Improved		

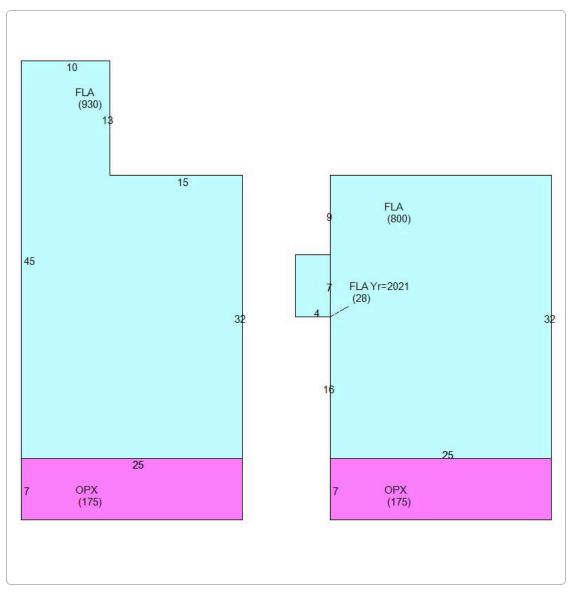
Permits

				Permit	
Number	Date Issued	Status	Amount	Туре	Notes
22- 0560	02/16/2023	Active	\$0	Residential	AFTER THE FACT PERMIT FOR WINDOWS REPLACED W/IMPACT. REPLACED AND INSTALLED BY OTHERS**
22- 0612	02/16/2023	Active	\$0	Residential	LIEN ON PROPERTY DO NOT RELEASE**** AFTER THE FACT PERMIT FOR WORK DONE BY OTHERS
22- 0937	02/16/2023	Active	\$0	Residential	AFTER THE FACT ACCESSORY STRUCTURE SEEKING BUILDING PERMITS *HARC REQUIRED NOC REQUIRED
22- 1144	02/16/2023	Expired	\$0	Residential	DEMO OF 2 STORY UNPERMITTED PARTIALLY CONSTRUCTED STRUCTURE TO COME INTO COMPLIANCE WITH CODE
22- 1144	05/09/2022	Active	\$15,000	Residential	DEMO OF 2 STORY UNPERMITTED PARTIALLY CONSTRUCTION STRUCTURE TO COME INTO COMPLIANCE WITH CODE
18- 3083	07/17/2018	Completed	\$29,500	Residential	***EMERGENCY**1400SF TEAR OFF EXISTING ROOFING INSTALL NEW VIC METAL SHINGLES

View Tax Info

View Taxes for this Parcel

Sketches (click to enlarge)



Photos



Map



TRIM Notice

2024 TRIM Notice (PDF)

The Monroe County Property Appraiser's office maintains data on property within the County solely for the purpose of fulfilling its responsibility to secure a just valuation for ad valorem tax purposes of all property within the County. The Monroe County Property Appraiser's office cannot guarantee its accuracy for any other purpose. Likewise, data provided regarding one tax year may not be applicable in prior or subsequent years. By requesting such data, you hereby understand and agree that the

| <u>User Privacy Policy</u> | <u>GDPR Privacy Notice</u> Last Data Upload: 3/20/2025, 1:30:02 AM Contact Us

