



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Historic Architectural Review Commission

Tuesday, February 24, 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 Moody

Present 5 - Commissioner Green, Commissioner Harrison, 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 Item.

Administering the Oath by the Clerk of the Commission

Approval of Minutes

1 January 27, 2026

Attachments: [Minutes](#)

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

Assistant City Attorney's Report

Action Item

2 Selection of Vice Chair

A motion was made by Commissioner Green to nominate Commissioner Perez as Vice Chair. Commissioner Perez declined the nomination. The Commission then unanimously agreed that the Action Item be Postponed to the March 24, 2026 meeting.

Subsequently, Commissioner Green volunteered to act as Vice Chair Pro Tem this meeting. A motion was made by Commissioner Harrison, seconded by Commissioner Perez, to appoint Commissioner Green Vice Chair Pro Tem for the meeting. The motion passed unanimously.

Old Business

3 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 March 24, 2026 meeting during agenda approval.

4 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 March 24, 2026 meeting during agenda approval.

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

This Item was Withdrawn during agenda approval.

New Business

- 6 Renovations to historic structures. Reconstruction of front porches on both structures. Reconstruction of one-story hyphen with new gable roof. New one-story addition on rear, new wood deck, and site improvements - **314 Southard Street - David Ribbans, Brian Ribbans, Anne Druessedow (C2025-0111)**

Attachments: [*Large Item* 314 Southard Street - design](#)

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

Absent: 1 - Commissioner Moody

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

- 7 Demolition of enclosed porches on historic buildings to be reconstructed. Removal of lattice on west wing, metal gate, and side entry. Demolition of hyphen and all flat roofs to install new gable roofs - **314 Southard Street - David Ribbans, Brian Ribbans, Anne Druessedow (C2025-0111)**

Attachments: [*Large Item* 314 Southard Street - demolition](#)

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

Absent: 1 - Commissioner Moody

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

- 8** Renovations to contributing structure. New entry porch, new one-story accessory structure, new one-story pavilion, new pool and pool deck, and site improvements. Partial enclosure and extension of covered porch on west elevation - **626 Canfield Lane - Matthew Stratton (C2026-0002)**

Attachments: [*Large Item* 626 Canfield Lane - 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 Moody

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

- 9** Demolition of screened entry porch, non-historic carport, and site features - **626 Canfield Lane - Matthew Stratton (C2026-0002)**

Attachments: [*Large Item* 626 Canfield Lane - demolition](#)

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

Absent: 1 - Commissioner Moody

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

- 10** New 6' wood picket fence starting at property line on side of house on Georgia Street - **1301 United Street - Inocente & Denise Santiago (C2026-0003)**

Attachments: [*Large Item* 1301 United Street](#)

A motion was made by Commissioner Green, seconded by Commissioner Perez, that the Item be Approved because exceptional circumstances were found in this case due to existing landscaping and unusual juxtaposition of the rear of the house to the public right-of-way. The motion carried by the following vote:

Absent: 1 - Commissioner Moody

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

11 New storefront awning along Duval Street façade, extending partially along Amelia Street façade - **1114 Duval Street - Cross Key Marine Canvas (C2026-0004)**

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

A motion was made by Commissioner Green, seconded by Commissioner Osborn, that the Item be Postponed to the March 24, 2026 meeting. The motion carried by the following vote:

Absent: 1 - Commissioner Moody

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

12 New one and a half story residence, new pool, pool deck, and site improvements - **1123 Olivia Street - Pope-Scarborough Architects (C2026-0005)**

Attachments: [1123 Olivia Street - design.pdf](#)

A motion was made by Commissioner Green, seconded by Commissioner Perez, that the Item be Approved with the condition that shutters are installed on the front facade as recommended by staff.

Absent: 1 - Commissioner Moody

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

13 Demolition of historic non-contributing wood frame structure and site features - **1123 Olivia Street - Pope-Scarborough Architects (C2026-0005)**

Attachments: [*Large Item* 1123 Olivia Street - demolition](#)

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

Absent: 1 - Commissioner Moody

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

- 14 New second floor bedroom addition over existing non-historic addition to contributing structure - **330 Caroline Street - Pope-Scarborough Architects (C2026-0006)**

Attachments: [*Large Item* 330 Caroline Street](#)

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

Absent: 1 - Commissioner Moody

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

- 15 New 6' wood solid picket fence on Catherine Street side to match existing - **1127 Thomas Street - Anne Bauman (C2026-0007)**

Attachments: [*Large Item* 1127 Thomas Street](#)

A motion was made by Commissioner Green, seconded by Commissioner Harrison, that the Item be Approved as an exceptional circumstance given the location of the house to the swimming pool and the proximity of the side elevation to the right-of-way. The motion carried by the following vote:

Absent: 1 - Commissioner Moody

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

- 16 New carport on side of non-contributing structure - **1205 Von Phister Street - Serge Mashtakov, PE (C2026-0008)**

Attachments: [*Large Item* 1205 Von Phister Street](#)

A motion was made by Commissioner Green, seconded by Commissioner Harrison that the Item be Approved subject to staff approval of a design change reflecting a flat roof and reduced sized columns.

Absent: 1 - Commissioner Moody

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

- 17 Change from concrete tile to 5 v-crimp metal roofing, flat roof replacement, and new ogee gutters - **700 Fleming Street - Bender & Associates Architects (C2026-0009)**
- Attachments:** [*Large Item* 700 Fleming Street](#)
- Chairman Burkee recused himself from Items 17, 18 & 19, passed the gavel to Vice Chair Pro Tem Green, and left the dais.
- A motion was made by Commissioner Harrison, seconded by Commissioner Perez, that the Item be Approved. The motion carried by the following vote:
- Recuse:** 1 - Chairman Burkee
- Absent:** 1 - Commissioner Moody
- Yes:** 4 - Commissioner Green, Commissioner Harrison, Commissioner Osborn, and Commissioner Perez
-
- 18 Renovations to contributing structure and new two-story covered porch in the rear - **518 Elizabeth Street - Bender & Associates Architects (C2026-0010)**
- Attachments:** [*Large Item* 518 Elizabeth Street - design](#)
- A motion was made by Commissioner Perez, seconded by Commissioner Osborn, that the Item be Approved. The motion carried by the following vote:
- Recuse:** 1 - Chairman Burkee
- Absent:** 1 - Commissioner Moody
- Yes:** 4 - Commissioner Green, Commissioner Harrison, Commissioner Osborn, and Commissioner Perez
-
- 19 Demolition of rear two-story wraparound porch, partial demolition of rear walls and rear gable roof - **518 Elizabeth Street - Bender & Associates Architects (C2026-0010)**
- Attachments:** [*Large Item* 518 Elizabeth Street](#)
- A motion was made by Commissioner Osborn, seconded by Commissioner Perez, that the demolition be Approved and move to second reading. The motion carried by the following vote:
- Recuse:** 1 - Chairman Burkee
- Absent:** 1 - Commissioner Moody
- Yes:** 4 - Commissioner Green, Commissioner Harrison, Commissioner Osborn, and Commissioner Perez

Chairman Burkee returned to the dais and Vice Chair Pro Tem Green passed the gavel back to him.

Discussion Items

20 Text amendments for fence colors

Attachments: [Public Comment - DiTocco](#)

Discussed

Public Comment

HARC Planner's Report

21 2025 End of the Year Report

Attachments: [Report](#)

Not Received

Commissioner Comment

Adjournment - 7:57 P.M.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <i>Burdette Hamed</i>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <i>HARC</i>
MAILING ADDRESS <i>410 ALBEMA ST.</i>	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY <i>KEY WEST</i>	COUNTY <i>MONROE</i>
DATE ON WHICH VOTE OCCURRED <i>2.24.26</i>	NAME OF POLITICAL SUBDIVISION: MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, HAIER BUISE, hereby disclose that on 2.24.26, 20 :

(a) A measure came or will come before my agency which (check one or more)

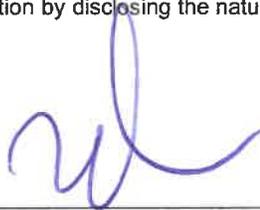
- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of _____ , by whom I am retained; or
- inured to the special gain or loss of _____ , which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

ARCHITECT of RECORD For ITEMS 17, 18, 19.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

2.24.26
Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.