



Historic Architectural Review Commission Staff Report for Item 8

To: Chairman Haven Burkee and Historic Architectural Review
Commission Members

From: Daniela Salume, MFA
Historic Preservation Manager

Meeting Date: June 24, 2025

Applicant: Bob Hulec

Application Number: C2025-0042

Address: 903 Frances Street

Description of Work:

New cottage, cabana with open sides and louvered wall, decks, pool, and site improvements.

Site Facts:

The building under review is a historic and contributing structure to the historic district, built in 1913. The site is bounded by Olivia Street, Frances Street, and Havana Avenue. It includes the main one-story wood-frame structure with a loft, a rear balcony, two cisterns, and wood decking. The cisterns and wood decking are included in a separate permit application for demolition.

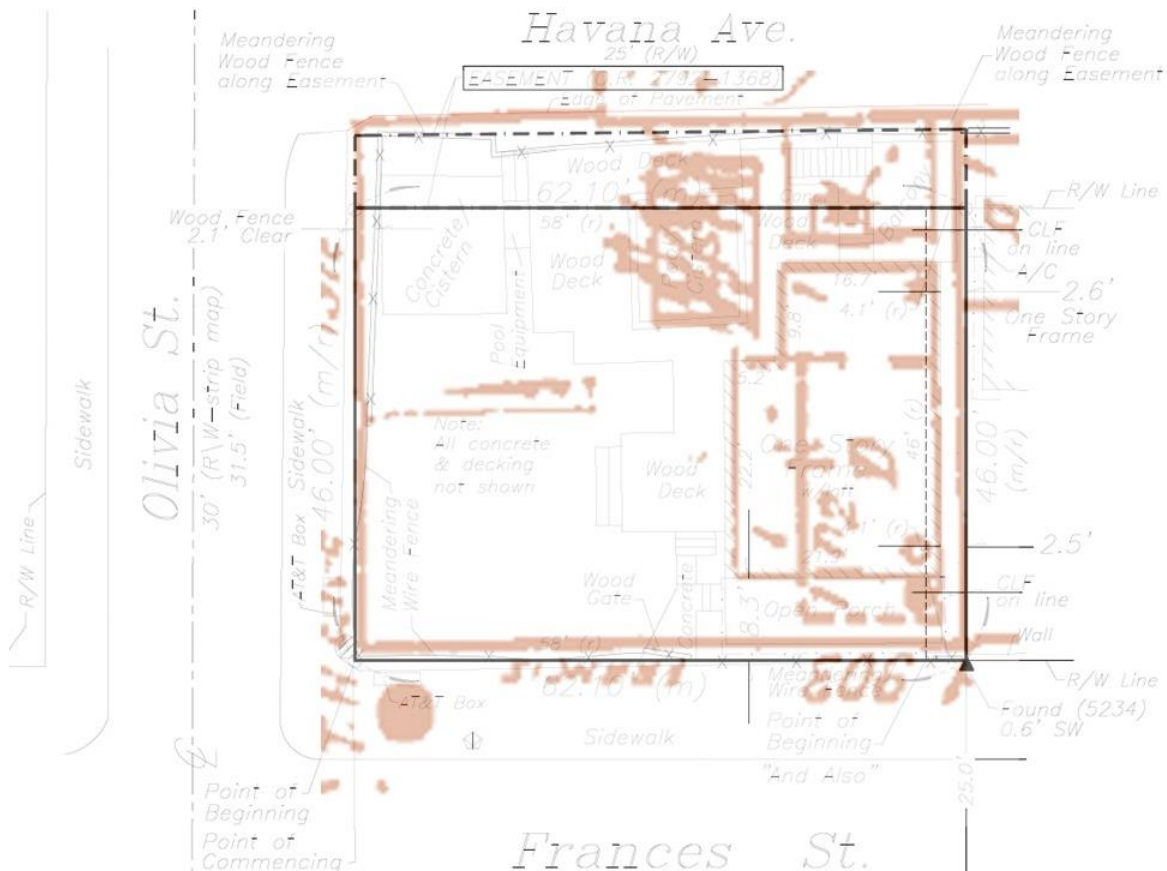
Currently the house sits on piers and is located within an X flood zone.



Photo of property under review. Monroe County Library.



Photo of property under review (currently under renovations).



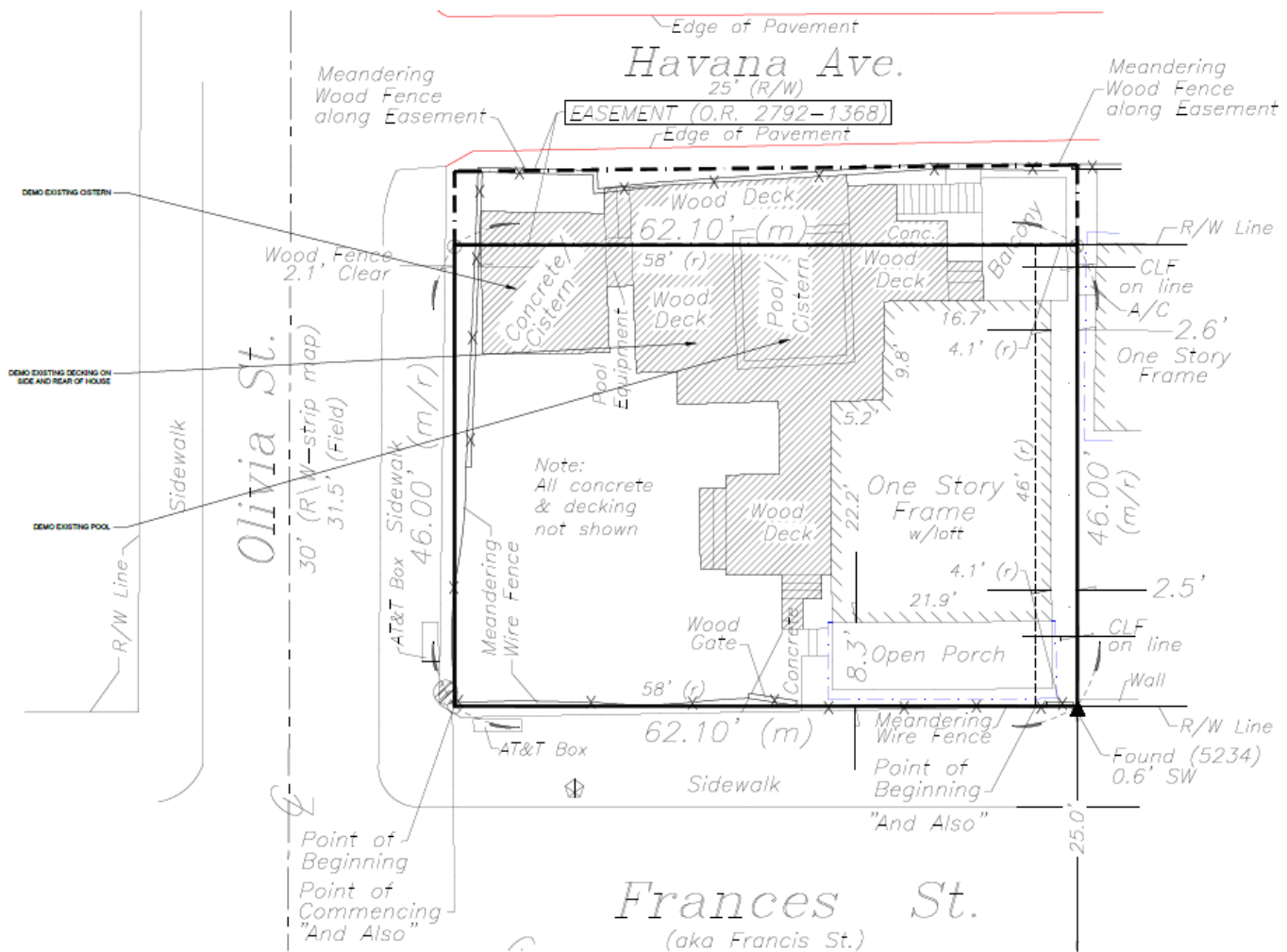
1962 Sanborn Map and current survey.

Guidelines Cited on Review:

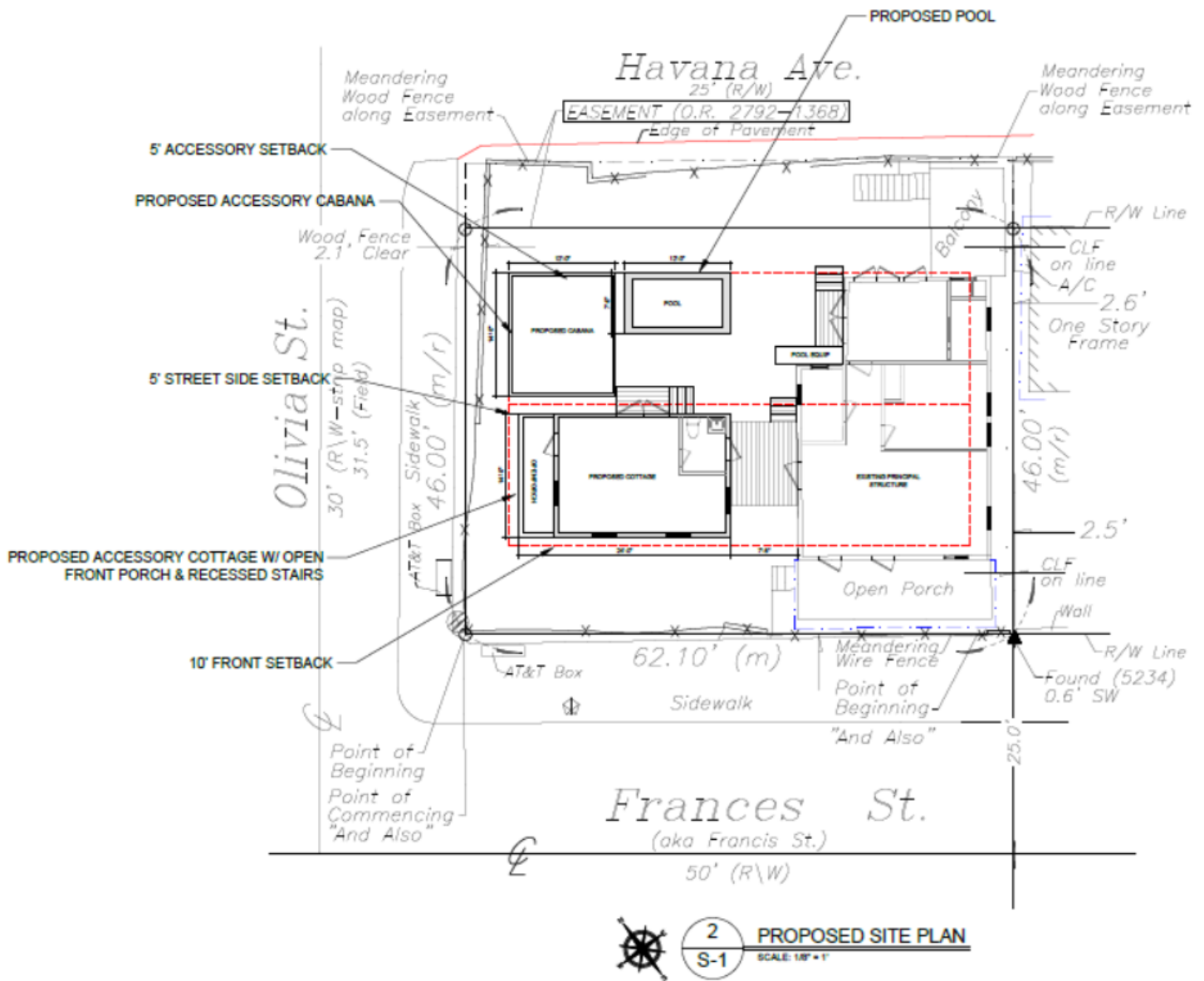
- Guidelines for Building Exteriors (page 24), specifically guideline 2.
- Guidelines for Roofing (page 26), specifically guidelines 2 and 3.
- Guidelines for Entrances, Porches, Doors, and Exterior Staircases (pages 32-33), specifically guideline 9.
- Guidelines for Foundations & Lattice Infill (page 34), specifically guidelines 1, 2, and 3.
- Guidelines for Additions (page 37a-37k), specifically guidelines 1, 3, 5 (first sentence), 6, 7, 11, 12, 13, 14, 19, 22, 23, 24, 26 (first sentence), 28, 30, 32, and 33.
- Guidelines for New Construction (pages 38a-38q), specifically guidelines 1, 2, 5, 6, 7 (first and last sentence), 8, 9, 11, 12, 13 (first sentence), 14, 17, 18, 22, 23, 24, and 25.
- Guidelines for Pools (page 39a), specifically first paragraph, guidelines 3 and 4.
- Guidelines for Accessory Structures (pages 40-41), specifically guidelines 1, 2, 3, 4, 5, 9, 10 (first sentence), and 11.

Staff Analysis:

A Certificate of Appropriateness is currently under review for the construction of a new cottage, a cabana with open sides, wood decking, a pool, and site improvements. The new cottage will front Olivia Street and measure 24' by 14', featuring a front porch with a height of 13'10" from grade. Proposed materials include a 5V-crimp metal roof, impact-rated windows and doors, and Hardie board siding. The proposed cabana will be open on three sides and will feature a wood louvered wall facing Olivia Street for privacy, along with wood posts and a matching 5V-crimp metal gable roof. The cabana will sit on the ground and will have a height of 10' 9". The wood decking will be approximately 20 inches above finished grade (AFG), and a pool will be centrally located between the new structures and the existing structure. The pool will have limited visibility, primarily from Havana Avenue, as the lot is bounded by three streets. No changes are proposed to the principal historic structure, which has renovations under a separate permit. Diagonal wood lattice will also be installed between the foundation piers.



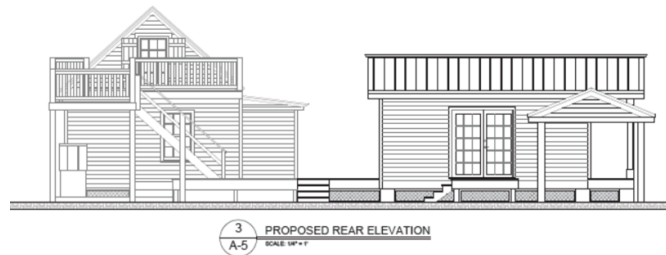
Existing Site Plan/Demo Plan.



Proposed Site Plan.



Proposed Front elevation with existing historic structure.



Proposed Rear Elevation with existing historic house.



Proposed Side (north) Elevation with existing historic house.



Proposed Side (south) Elevation with existing historic house.

Consistency with Cited Guidelines:

The proposed new cottage, cabana, and pool are mostly consistent with HARC guidelines. The cottage includes traditional Key West features such as a front porch on Olivia Street, Hardie board siding, 6-over-6 impact-rated windows with shutters, and a 5V-crimp metal roof. It is smaller in scale and height than the main historic house and is also set back from the front elevation of the main structure, which helps keep it visually subordinate. Even though both the cottage and cabana are in visible locations, their simple design and appropriate materials help them blend into the site. The pool is located in the center of the property and is mostly screened by an existing 6-foot fence and landscaping. Since the lot faces three streets, the pool is partially visible from Havana Ave. Staff recommends adding more landscaping or screening to reduce the visibility of the cottage, pool (Guideline 3 of pools), and cabana from public view.

APPLICATION

HARC MAJOR PROJECTS CERTIFICATE OF APPROPRIATENESS



City of Key West

1300 White Street
Key West, Florida 33040

HARC COA #	REVISION #	INITIAL & DATE
FLOOD ZONE	ZONING DISTRICT	BLDG PERMIT #

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

ADDRESS OF PROPOSED PROJECT:	903 Frances Street	
NAME ON DEED:	Darby Kimberly Revocable Trust	PHONE NUMBER 603-986-4522
OWNER'S MAILING ADDRESS:	4 Pinder Lane Key West, FL	EMAIL carolinakim@earthlink.net
APPLICANT NAME:	Robert Hulec	PHONE NUMBER 305-890-6284
APPLICANT'S ADDRESS:	1211 Watson St. Key West, FL	EMAIL bob@lakewood-engineering.com
APPLICANT'S SIGNATURE:	<i>Robert Hulec</i>	DATE 4/7/25

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 ☒

DETAILED PROJECT DESCRIPTION INCLUDING MATERIALS, HEIGHT, DIMENSIONS, SQUARE FOOTAGE, LOCATION, ETC.
GENERAL:
Construction of (2) Accessory Structures - (1) Cottage with Half Bath and (1) Cabana structure with (3) open sides and (1) louvered wall
MAIN BUILDING: None - a construction permit has already been received for renovations to the main bldg.
DEMOLITION (PLEASE FILL OUT AND ATTACH DEMOLITION APPENDIX): None - an existing cistern was demolished under a separate permit.

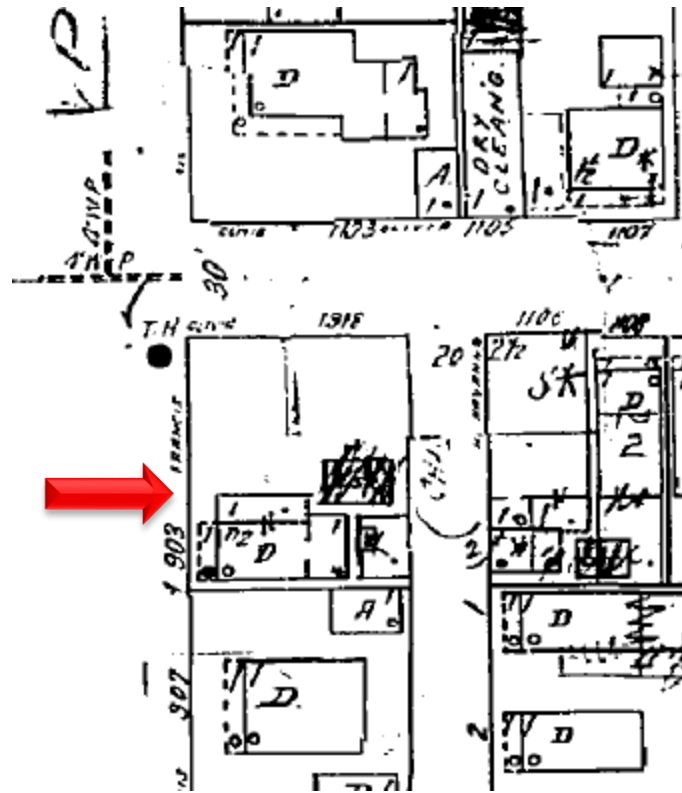
APPLICATIONS MUST BE SUBMITTED IN PERSON WITH HARD COPIES BY 3PM ON THE SCHEDULED DEADLINE
PLEASE SEND AN ELECTRONIC COPY OF ALL DOCUMENTS CITY_HARC@CITYOFKEYWEST-FL.GOV

ACCESSORY STRUCTURE(S):	
(1) Existing elevated/rooftop deck to remain. (2) Proposed structures, as detailed above	
PAVERS: None	FENCES: Yes, Per Plan
DECKS: Yes - Wood decking, approximately 20" AFG	PAINTING: Yes, colors to be submitted for approval
SITE (INCLUDING GRADING, FILL, TREES, ETC):	POOLS (INCLUDING EQUIPMENT):
None	Permitted Separately
ACCESSORY EQUIPMENT (GAS, A/C, VENTS, ETC):	OTHER:
A/C and bath fan/plumbing vents	

OFFICIAL USE ONLY:	HARC COMMISSION REVIEW	EXPIRES ON:
MEETING DATE:	☐ APPROVED ☐ NOT APPROVED ☐ DEFERRED FOR FUTURE CONSIDERATION	INITIAL:
MEETING DATE:	☐ APPROVED ☐ NOT APPROVED ☐ DEFERRED FOR FUTURE CONSIDERATION	INITIAL:
MEETING DATE:	☐ APPROVED ☐ NOT APPROVED ☐ DEFERRED FOR FUTURE CONSIDERATION	INITIAL:
REASONS OR CONDITIONS:		
STAFF REVIEW COMMENTS:		
FIRST READING FOR DEMO:	SECOND READING FOR DEMO:	
HARC STAFF SIGNATURE AND DATE:	HARC CHAIRPERSON SIGNATURE AND DATE:	

THIS APPLICATION MAY BE REVIEWED BY PLANNING DEPARTMENT STAFF.

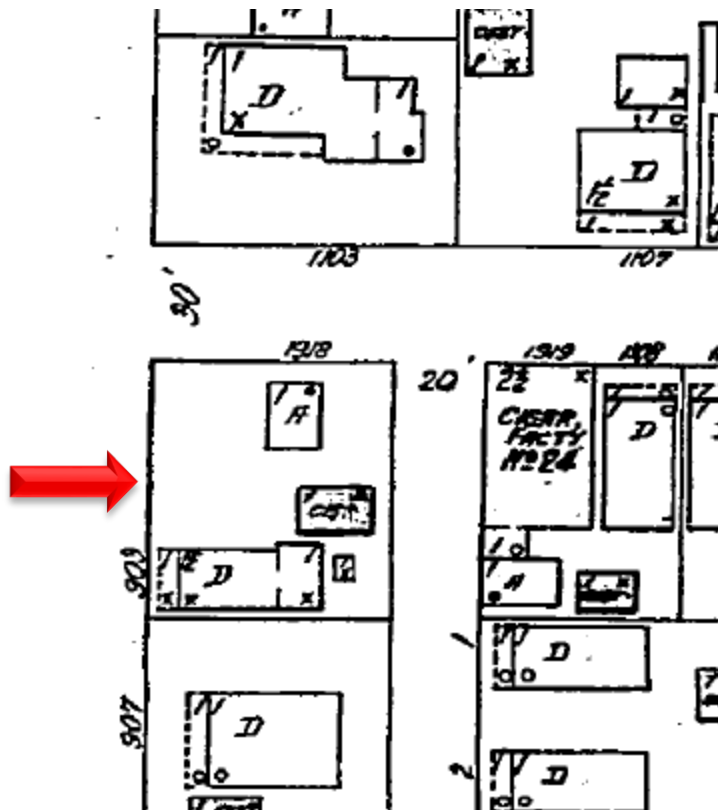
SANBORN MAPS



1962 Sanborn Map



1948 Sanborn Map



1926 Sanborn Map



1912 Sanborn Map

PROJECT PHOTOS

903 Frances – Photos



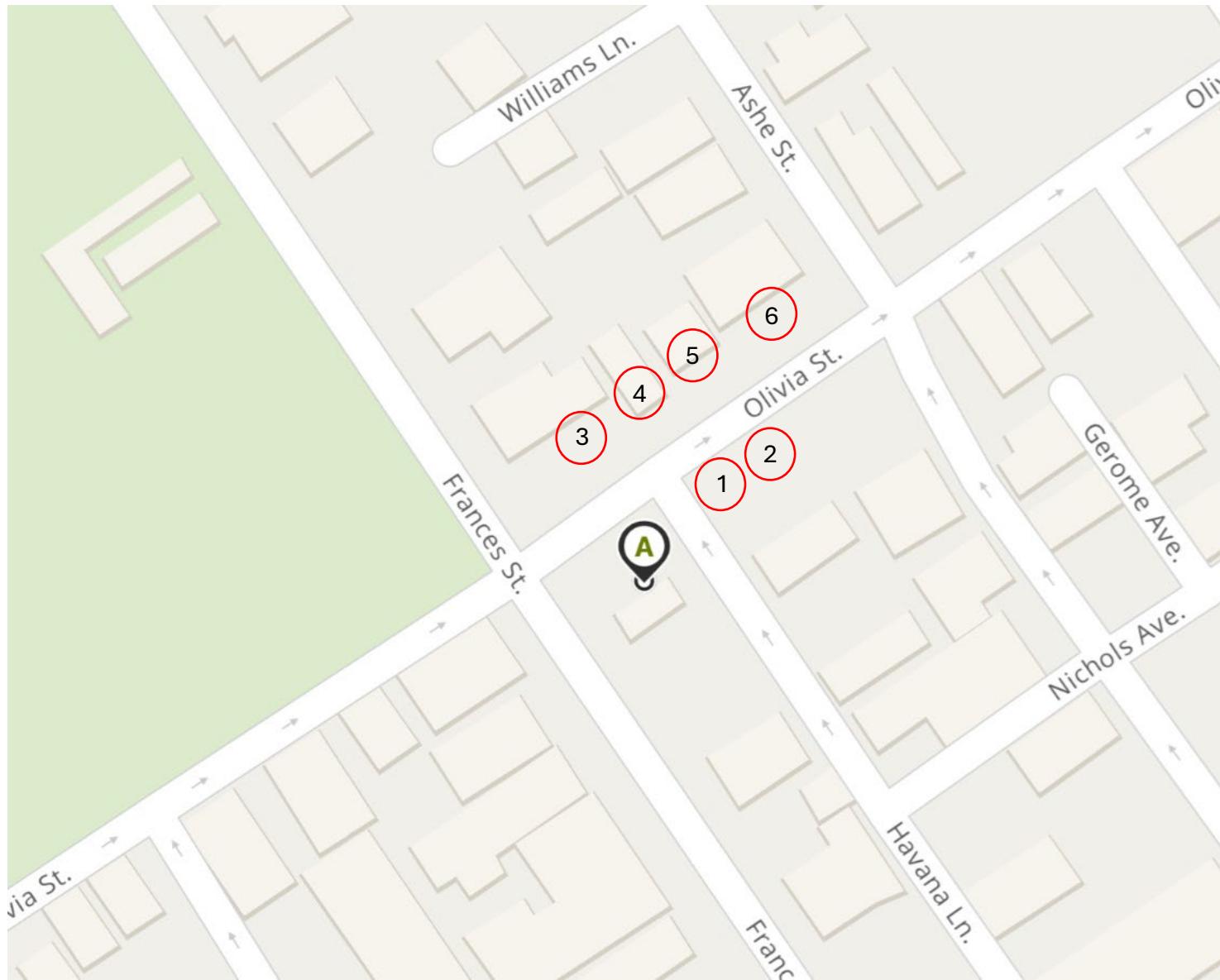
1. Site View – from Across Frances St.



2. Existing Structure View – from Frances St.



3. Site View – from Olivia St.



4. Relevant Neighboring Structures



1. 1106 Olivia



2. 1108 Olivia



6. 1109 Olivia



3. 1103 Olivia - Accessory



4. 1105 Olivia



5. 1107 Olivia

SURVEY

PROPOSED DESIGN

903 FRANCES ST. - PROPOSED ACCESSORY COTTAGE & CABANA

SCOPE OF WORK:
(2) NEW ACCESSORY STRUCTURES:
• (1) ACCESSORY COTTAGE
• (1) POOL CABANA

PROJECT LOCATION:
903 FRANCES ST.
KEY WEST, FL 33040

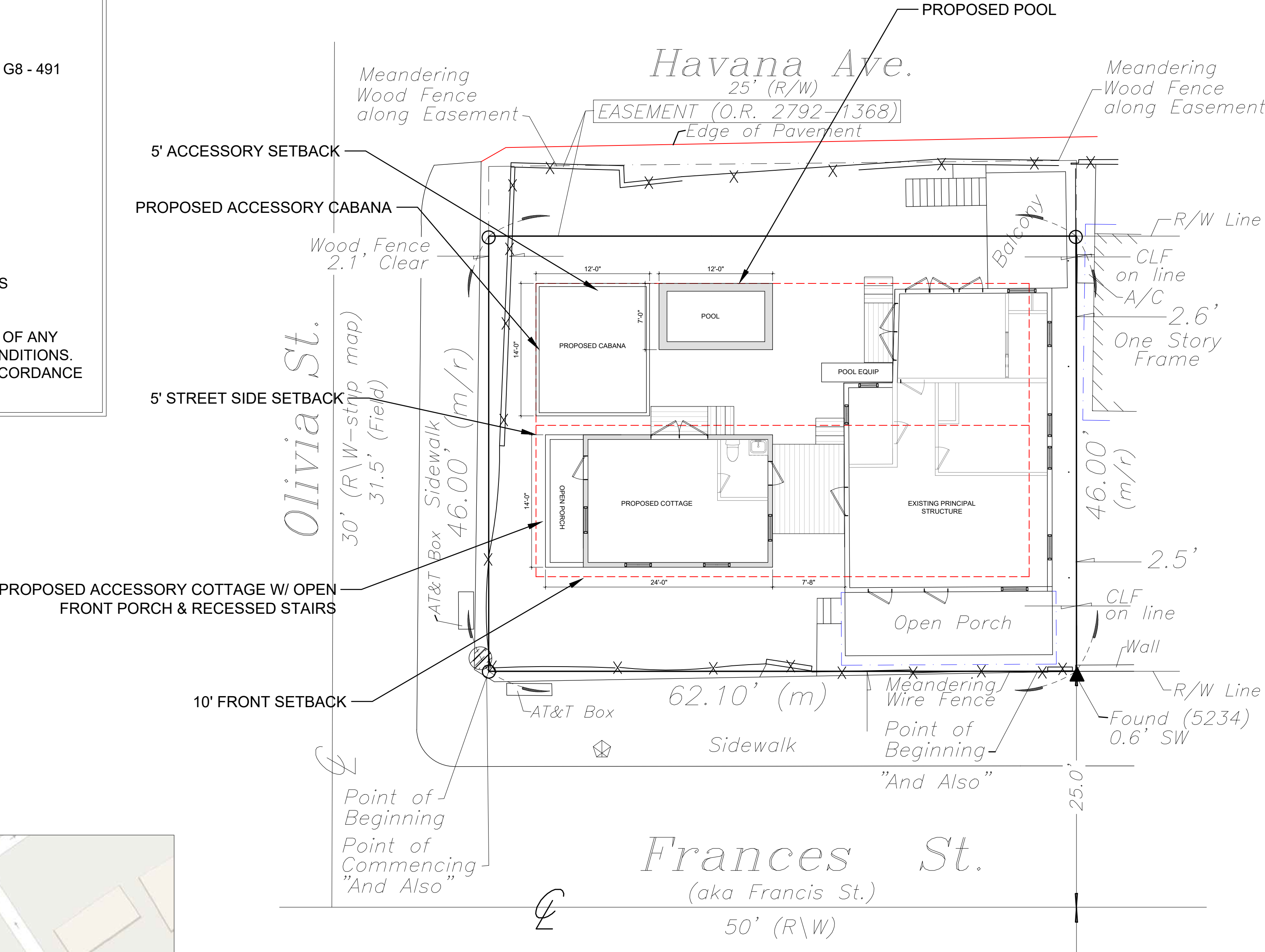
LEGAL DESCRIPTION:
KW PT LOT 17 SQR 3 OF TR 6 A5 - 378 G8 - 491
J1 - 44 OR275 - 36

SEC/TWP/RANGE:
05/68/25

FLOOD CRITERIA:
FLOOD ZONE - X--9999
BASED UPON N.G.V.D. 1929

SHEET LIST:
S-1 COVER SHEET & SITE PLAN
A-2 STRUCTURAL PLAN & SECTIONS

GENERAL NOTES:
CONTRACTOR TO NOTIFY ENGINEER OF ANY
FIELD CHANGES OR UNFORSEEN CONDITIONS.
ALL WORK TO BE PERFORMED IN ACCORDANCE
WITH APPLICABLE CODES.

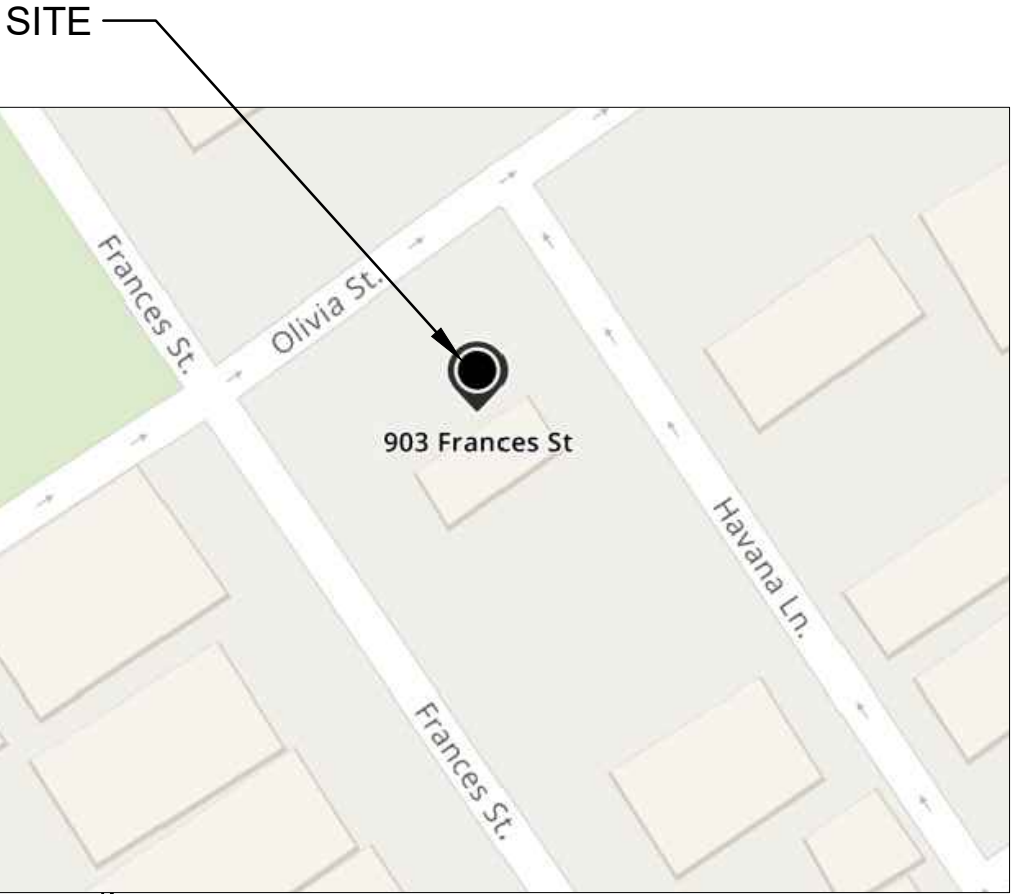


SITE DATA TABLE				
	CODE REQUIREMENT	EXISTING SITE	PROPOSED	VARIANCE REQUEST
ZONING		HHDR		N/A
FLOOD ZONE		X-9999		N/A
SIZE OF SITE		2,854		N/A
FRONT SETBACK	10'-0"	0'-8"	0'-8"	N/A
STREET SIDE SETBACK	5'-0"	37'-3"	37'-3"	N/A
SIDE SETBACK	6'-2" *	2'-2"	2'-2"	N/A
REAR SETBACK	20'-0	5'-0"	5'-0"	N/A
BUILDING COVERAGE	50%	28%	43%	15% INCREASE
IMPERVIOUS SURFACE	60%	17%	18%	1% INCREASE
OPEN SPACE	35%	40%	38%	2% REDUCTION

BUILDING COVERAGE			
EXISTING		PROPOSED	
SIZE OF SITE		2,854 SF	
ELEMENTS		DIFFERENCE	
651 SF	HOUSE	651 SF	
105 SF	COVERED FRONT PORCH	105 SF	
0 SF	ACCESSORY STRUCTURE	308 SF	
0 SF	CABANA	100 SF	
46 SF	BALCONY	46 SF	
7 SF	POOL FEATURE WALL	12 SF	
809	TOTAL (SF)	1,222	
28%	TOTAL COVERAGE (%)	43%	15% INCREASE

IMPERVIOUS SURFACE COVERAGE			
EXISTING		PROPOSED	
SIZE OF SITE		2,854 SF	
ELEMENTS		DIFFERENCE	
46 SF	BALCONY	46 SF	
141 SF	POOL	84 SF	
254 SF	CONCRETE AREAS & STEPS	89 SF	
45 SF	CONCRETE PILES	89 SF	
0 SF	POOL EQUIPMENT PAD	15 SF	
0 SF	GROUND LEVEL PAVERS	180 SF	
486	TOTAL (SF)	503	
17%	TOTAL IMPERVIOUS %	18%	1% INCREASE

OPEN SPACE			
EXISTING		PROPOSED	
SIZE OF SITE		2,854 SF	
ELEMENTS		DIFFERENCE	
651 SF	HOUSE	651 SF	
175 SF	COVERED FRONT PORCH	175 SF	
0 SF	ACCESSORY STRUCTURE	336 SF	
0 SF	CABANA	168 SF	
46 SF	BALCONY	46 SF	
0 SF	REAR BEDROOM LANDING & STAIRS	27 SF	
141 SF	POOL	84 SF	
445 SF	ELEVATED DECK AREA & STAIRS	103 SF	
0 SF	POOL EQUIPMENT PAD	180 SF	
254 SF	CONCRETE AREAS	0 SF	
0 SF	GROUND LEVEL PAVERS	0 SF	
1,712	NON OPEN SPACE (SF)	1,770	
1,142	OPEN SPACE (SF)	1,084	
40%	OPEN SPACE (%)	38%	2% REDUCTION



1 SITE LOCATION
SCALE: N/A

2 PROPOSED SITE PLAN
SCALE: 1/8" = 1'

SCALE 1/8" = 1'

NOT VALID FOR CONSTRUCTION UNLESS
DIGITALLY SIGNED WITH ORIGINAL SEAL.
PRINTED COPIES OF THIS DOCUMENT ARE NOT
CONSIDERED SIGNED AND SEALED AND THE SRA
AUTHENTICATION CODE MUST BE VERIFIED ON
ANY ELECTRONIC COPIES.

ROBERT HULEC, P.E.
LIC # 96937

LAKEWOOD ENGINEERING
DESIGN & CONSTRUCTION SERVICES
LAKEWOOD ENGINEERING
1211 WATSON ST.
KEY WEST, FL 33040
305-890-6284

DATE:	REV SET	DESCRIPTION
6/12/25	1	HARC SUBMITTAL

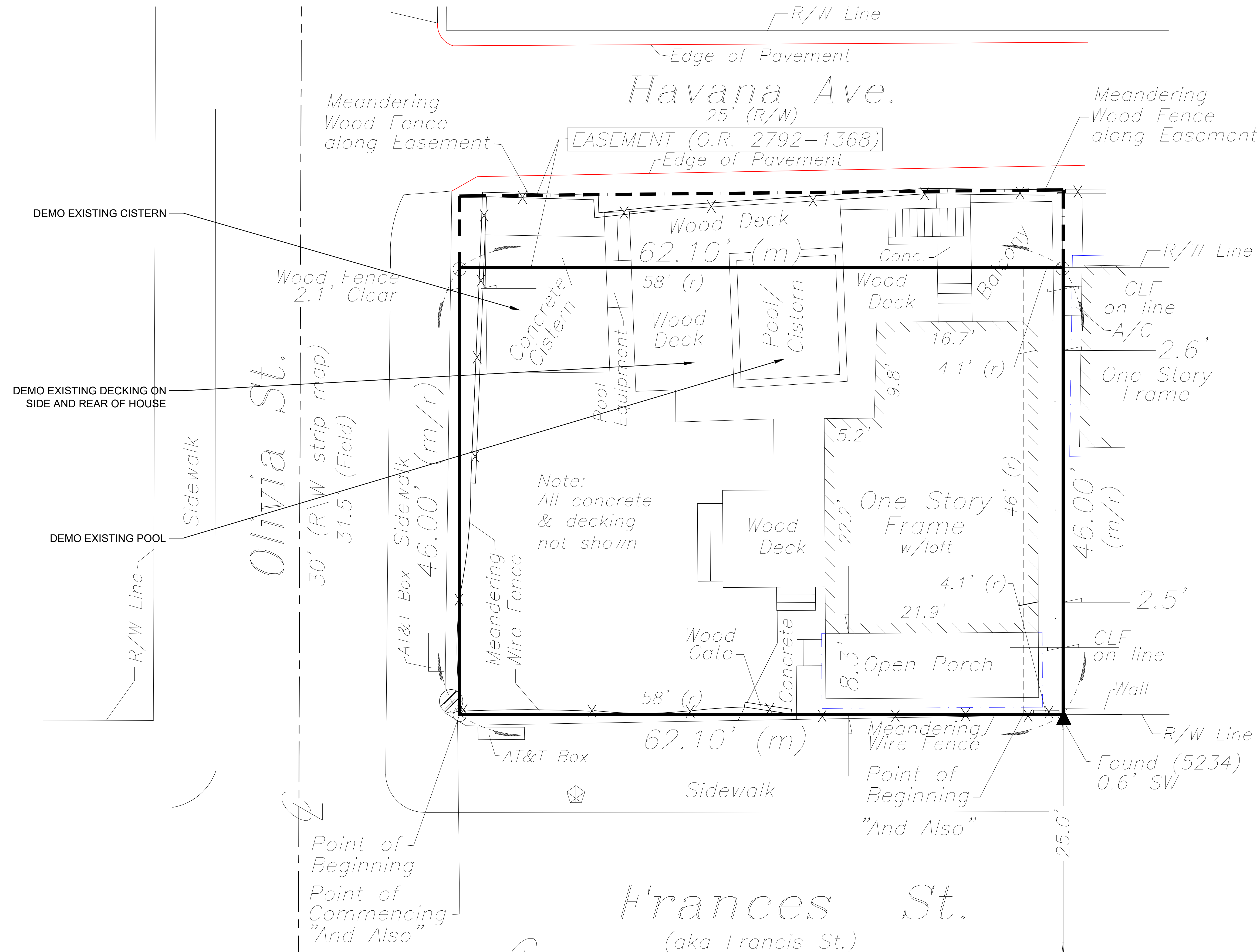
NEW COTTAGE, CABANA & POOL
903 FRANCES ST.
KEY WEST, FL 33040

SHEET
TITLE COVER & SITE PLAN

CS
1

DRAWN BY: SW APPROVED BY: BH

DEMO PLAN



SCALE 3/16" = 1'

NOT VALID FOR CONSTRUCTION UNLESS
DIGITALLY SIGNED WITH ORIGINAL SEAL.

PRINTED COPIES OF THIS DOCUMENT ARE NOT
CONSIDERED SIGNED AND SEALED AND THE SHA
AUTHENTICATION CODE MUST BE VERIFIED ON
ANY ELECTRONIC COPIES.

ROBERT HULEC, P.E.
LIC # 96937



LAKEWOOD ENGINEERING
DESIGN & CONSTRUCTION SERVICES

WOOD ENGINEERING
211 WATSON ST.
Y WEST, FL 33040
305-890-6284

[illegible]

NEW COTTAGE, CABANA & POOL
903 FRANCES ST.
KEY WEST, FL 33040

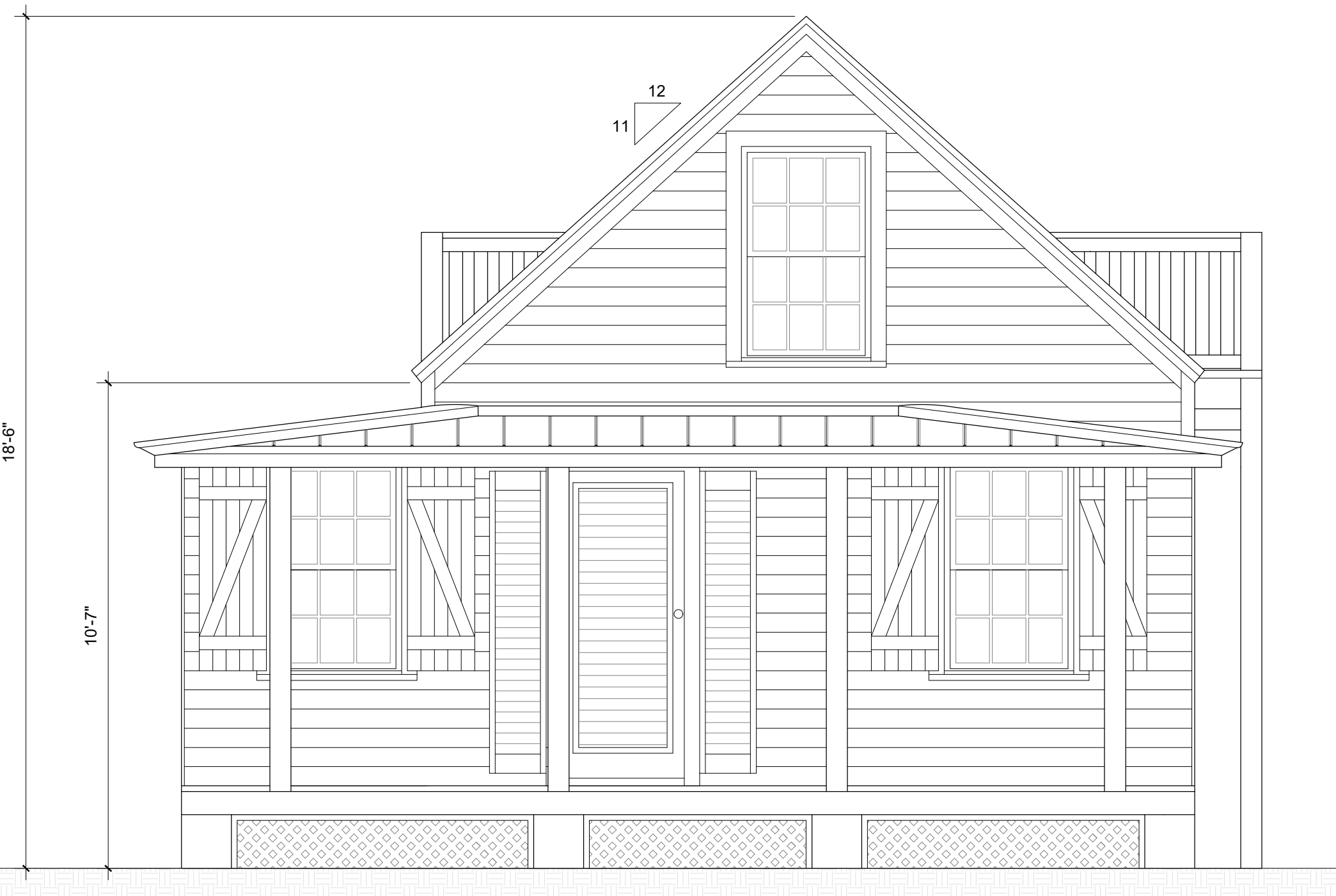
SHEET
TITLE DEMO PLAN

A

2

DRAWN BY: SW	APPROVED BY: BH
--------------	-----------------

EXISTING ELEVATIONS



1
A-3
CURRENT FRONT ELEVATION
SCALE: 3/8" = 1'



2
A-3
CURRENT NORTH ELEVATION
SCALE: 3/8" = 1'



3
A-3
CURRENT REAR ELEVATION
SCALE: 3/8" = 1'



4
A-3
CURRENT SOUTH ELEVATION
SCALE: 3/8" = 1'

SEAL

NOT VALID FOR CONSTRUCTION UNLESS
DIGITALLY SIGNED WITH ORIGINAL SEAL.
PRINTED COPIES OF THIS DOCUMENT ARE NOT
CONSIDERED SIGNED AND SEALED AND THE SRA
AUTHENTICATION CODE MUST BE VERIFIED ON
ANY ELECTRONIC COPIES.

ROBERT HULEC, P.E.
LIC # 96937

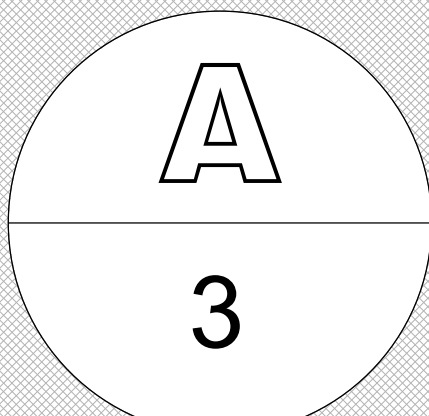


LAKEWOOD ENGINEERING
1211 WATSON ST.
KEY WEST, FL 33040
305-890-6284

DATE:	REV	SET	DESCRIPTION
6/12/25	1		HARC SUBMITTAL

NEW COTTAGE, CABANA & POOL
903 FRANCES ST.
KEY WEST, FL 33040

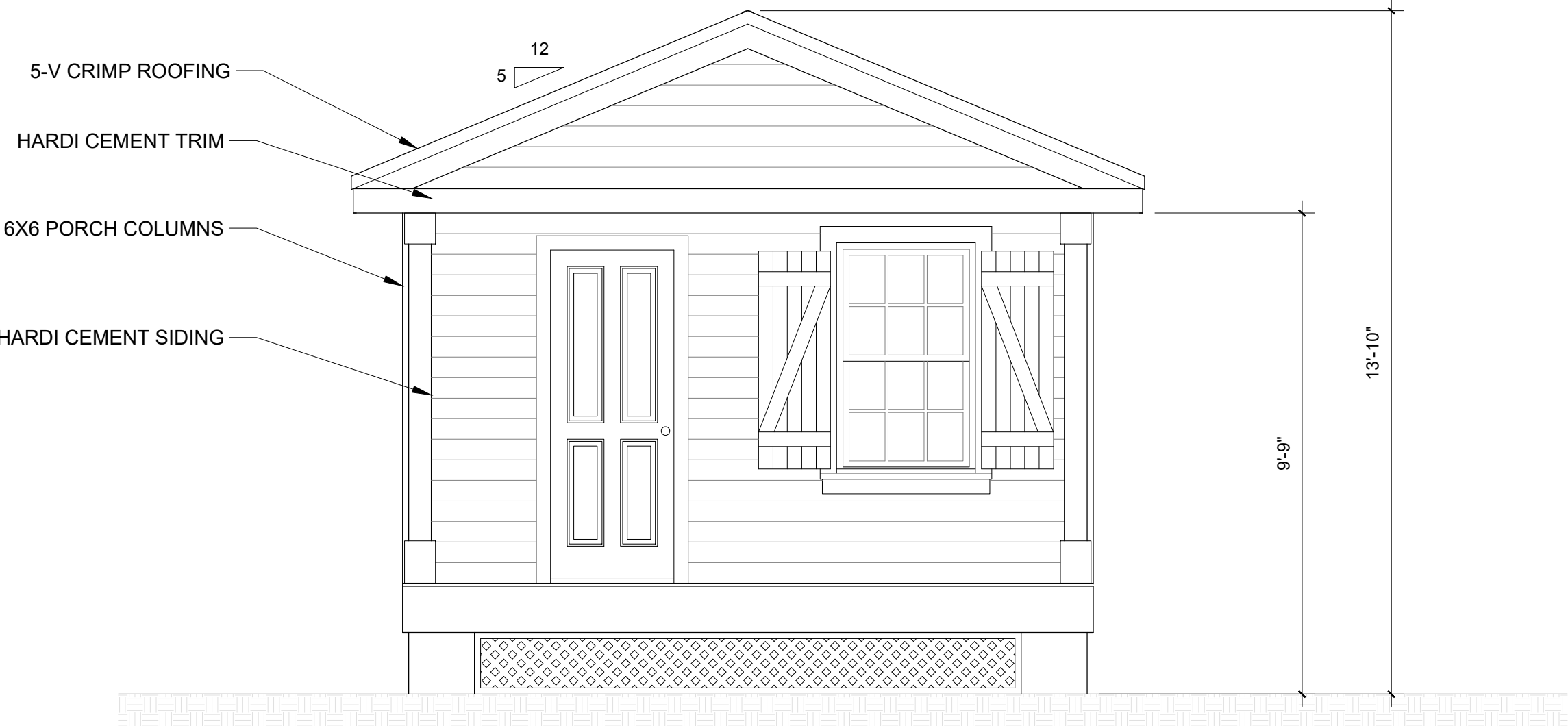
SHEET
TITLE ELEVATIONS



SCALE 3/8" = 1'

DRAWN BY: SW APPROVED BY: BH

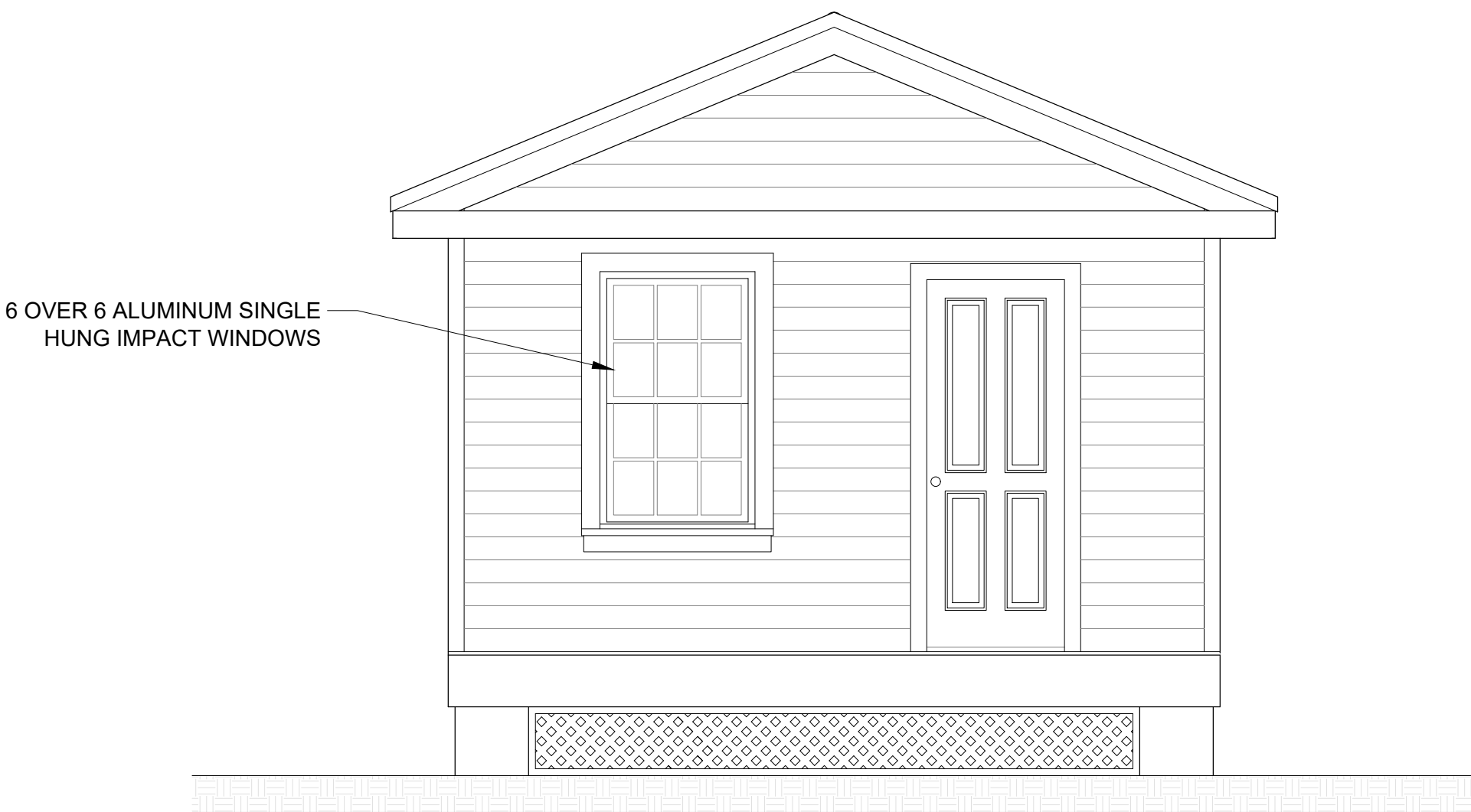
PROPOSED STRUCTURES - ELEVATIONS



1 COTTAGE - PROPOSED SIDE (OLIVIA ST.) ELEVATION
A-4 SCALE: 3/8" = 1'



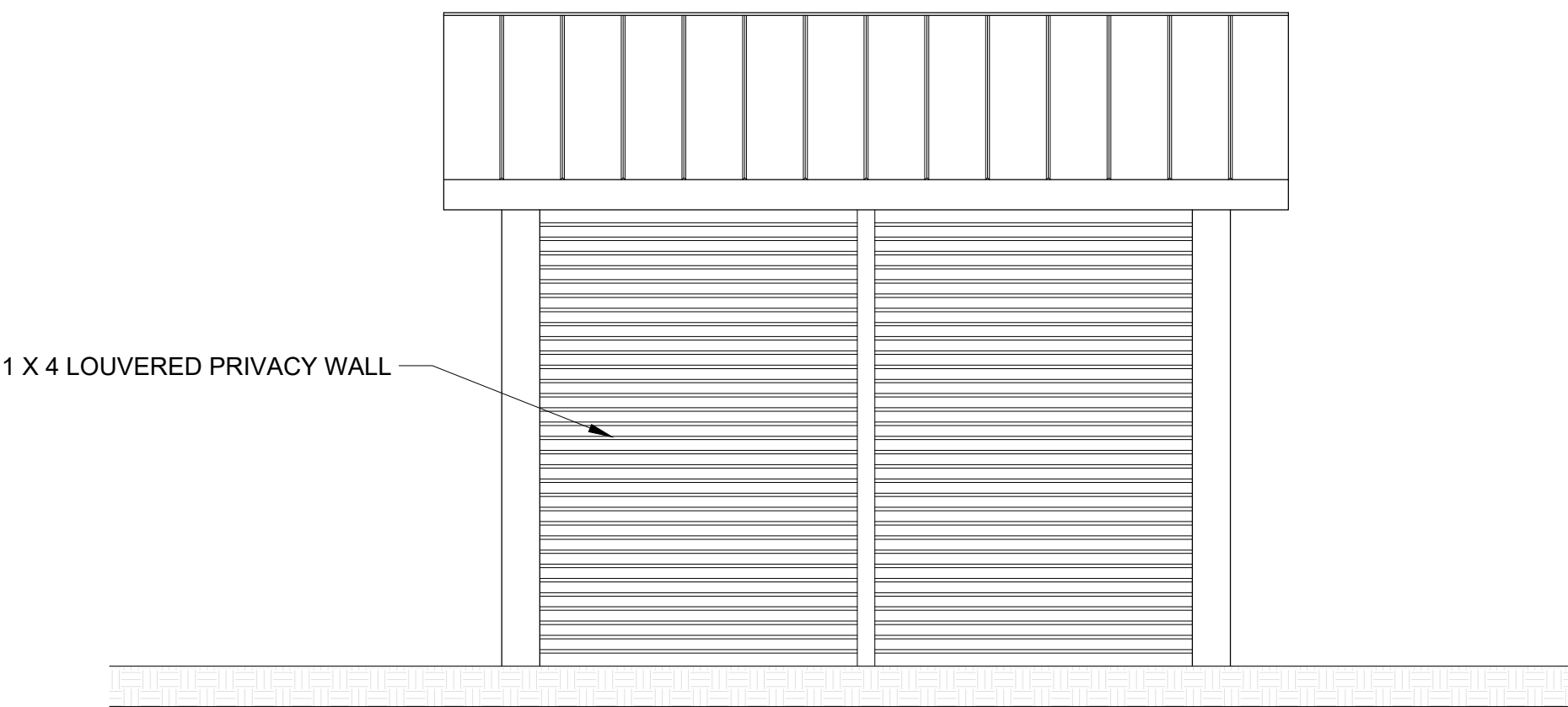
2 COTTAGE - PROPOSED REAR ELEVATION
A-4 SCALE: 3/8" = 1'



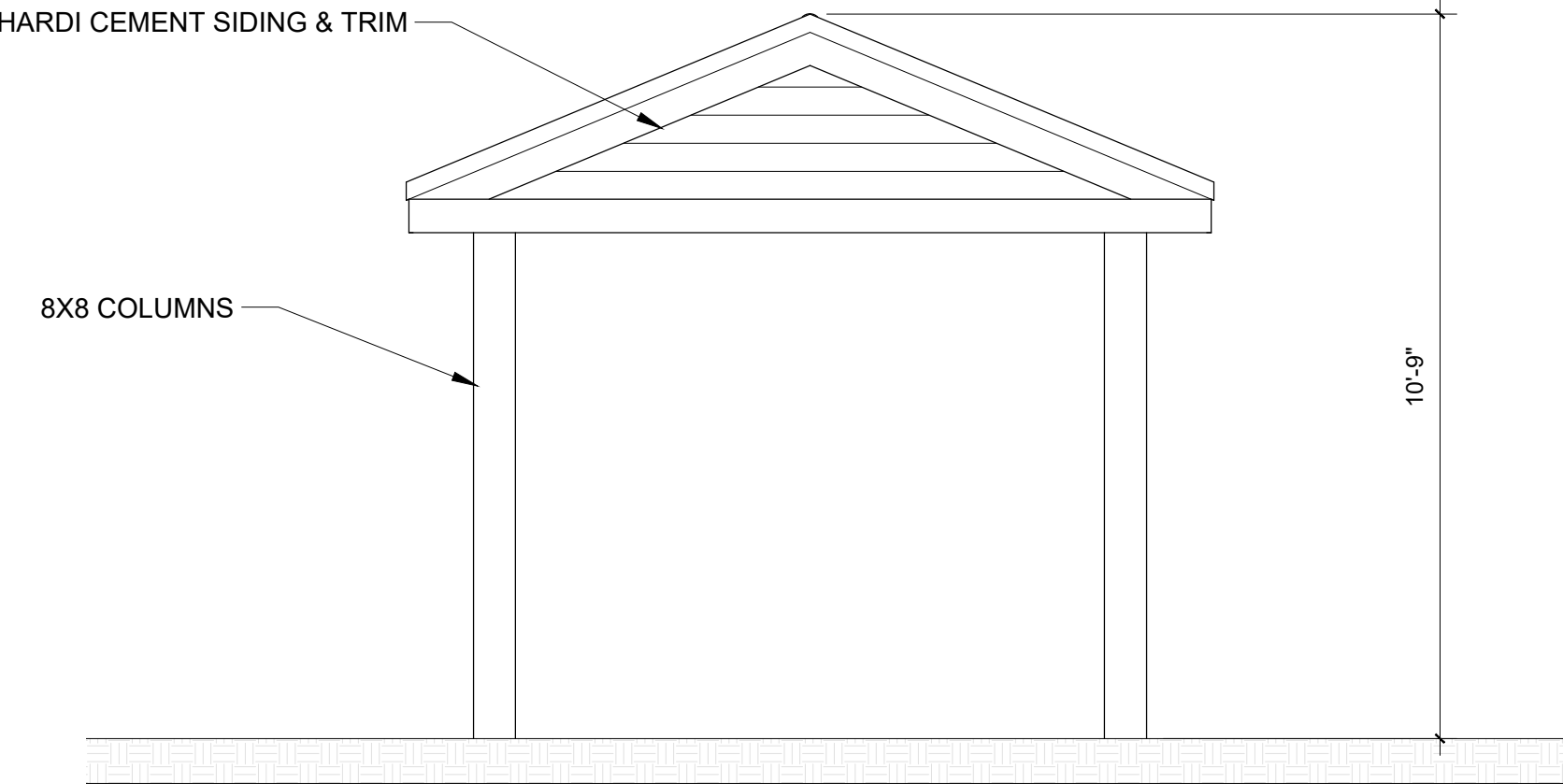
3 PROPOSED SIDE (FACING HOUSE) ELEVATION
A-4 SCALE: 3/8" = 1'



4 PROPOSED FRONT (FRANCES ST.) ELEVATION
A-4 SCALE: 3/8" = 1'



5 CABANA - PROPOSED SIDE (OLIVIA ST.) ELEVATION
A-4 SCALE: 3/8" = 1'



6 CABANA - PROPOSED FRONT/REAR ELEVATIONS
A-4 SCALE: 3/8" = 1'



SEAL

NOT VALID FOR CONSTRUCTION UNLESS
DIGITALLY SIGNED WITH ORIGINAL SEAL.

PRINTED COPIES OF THIS DOCUMENT ARE NOT
CONSIDERED SIGNED AND SEALED AND THE SHA
AUTHENTICATION CODE MUST BE VERIFIED ON
ANY ELECTRONIC COPIES.

ROBERT HULEC, P.E.
LIC # 96937

LAKEWOOD ENGINEERING
DESIGN & CONSTRUCTION SERVICES

LAKEWOOD ENGINEERING
1211 WATSON ST.
KEY WEST, FL 33040
305-890-6284

DATE:	REV SET	DESCRIPTION
6/12/25	1	HARC SUBMITTAL

NEW COTTAGE, CABANA & POOL

903 FRANCES ST.
KEY WEST, FL 33040

SHEET
TITLE
ELEVATIONS

A
4

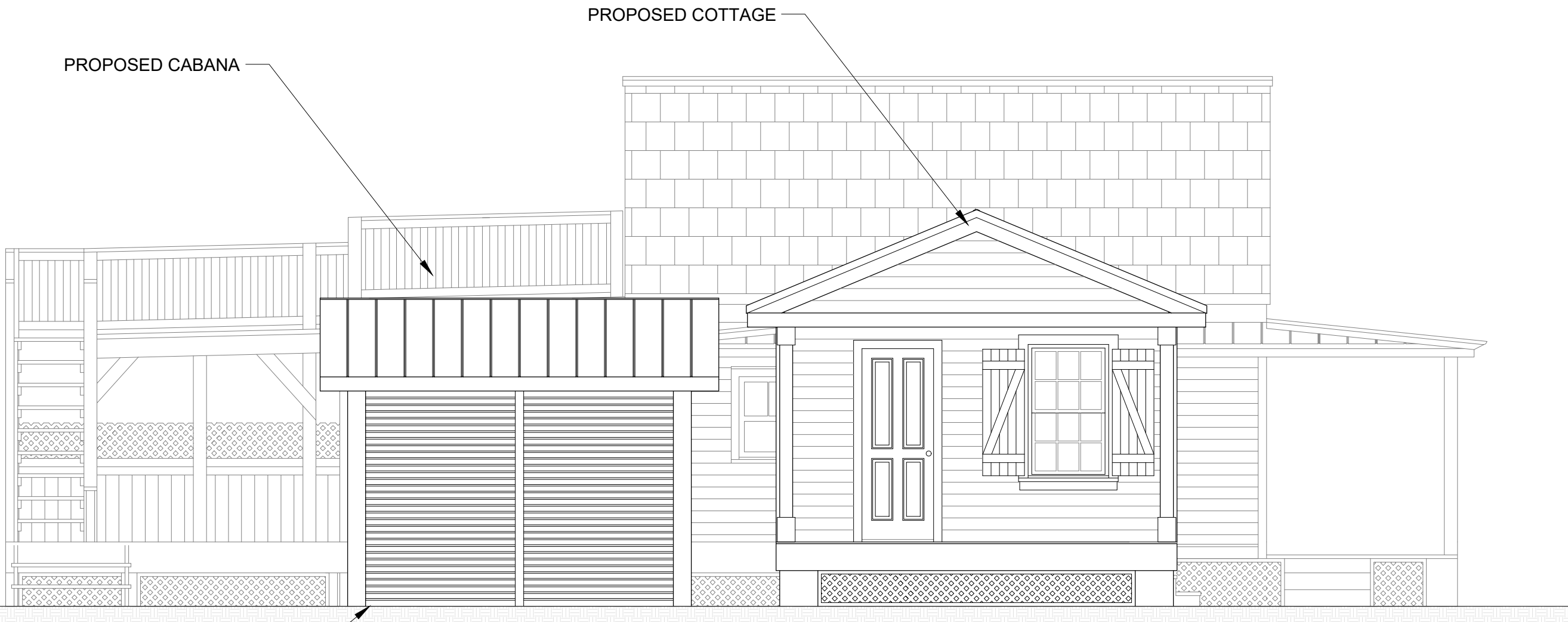
DRAWN BY: SW
APPROVED BY: BH

PROPOSED ELEVATIONS

SEAL



1
A-5
PROPOSED FRONT ELEVATION
SCALE: 1/4" = 1'



2
A-5
PROPOSED NORTH (OLIVIA ST.) ELEVATION
SCALE: 1/4" = 1'



3
A-5
PROPOSED REAR ELEVATION
SCALE: 1/4" = 1'



4
A-5
PROPOSED SOUTH ELEVATION
SCALE: 1/4" = 1'

NOT VALID FOR CONSTRUCTION UNLESS
DIGITALLY SIGNED WITH ORIGINAL SEAL.
PRINTED COPIES OF THIS DOCUMENT ARE NOT
CONSIDERED SIGNED AND SEALED AND THE SHA
AUTHENTICATION CODE MUST BE VERIFIED ON
ANY ELECTRONIC COPIES.

ROBERT HULEC, P.E.
LIC # 96937



LAKEWOOD ENGINEERING
1211 WATSON ST.
KEY WEST, FL 33040
305-890-6284

DATE: 6/12/25

REV SET DESCRIPTION
1 HARC SUBMITTAL

1

1

1

1

1

1

1

1

1

1

1

1

1

1

1

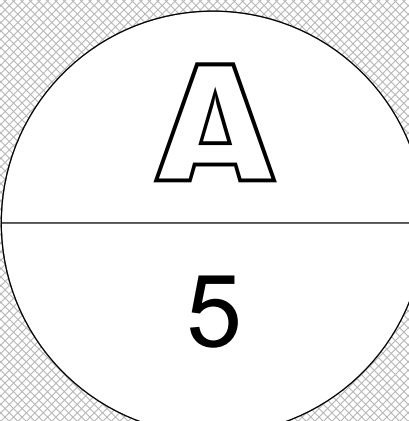
1

1

NEW COTTAGE, CABANA & POOL

903 FRANCES ST.
KEY WEST, FL 33040

SHEET
TITLE ELEVATIONS

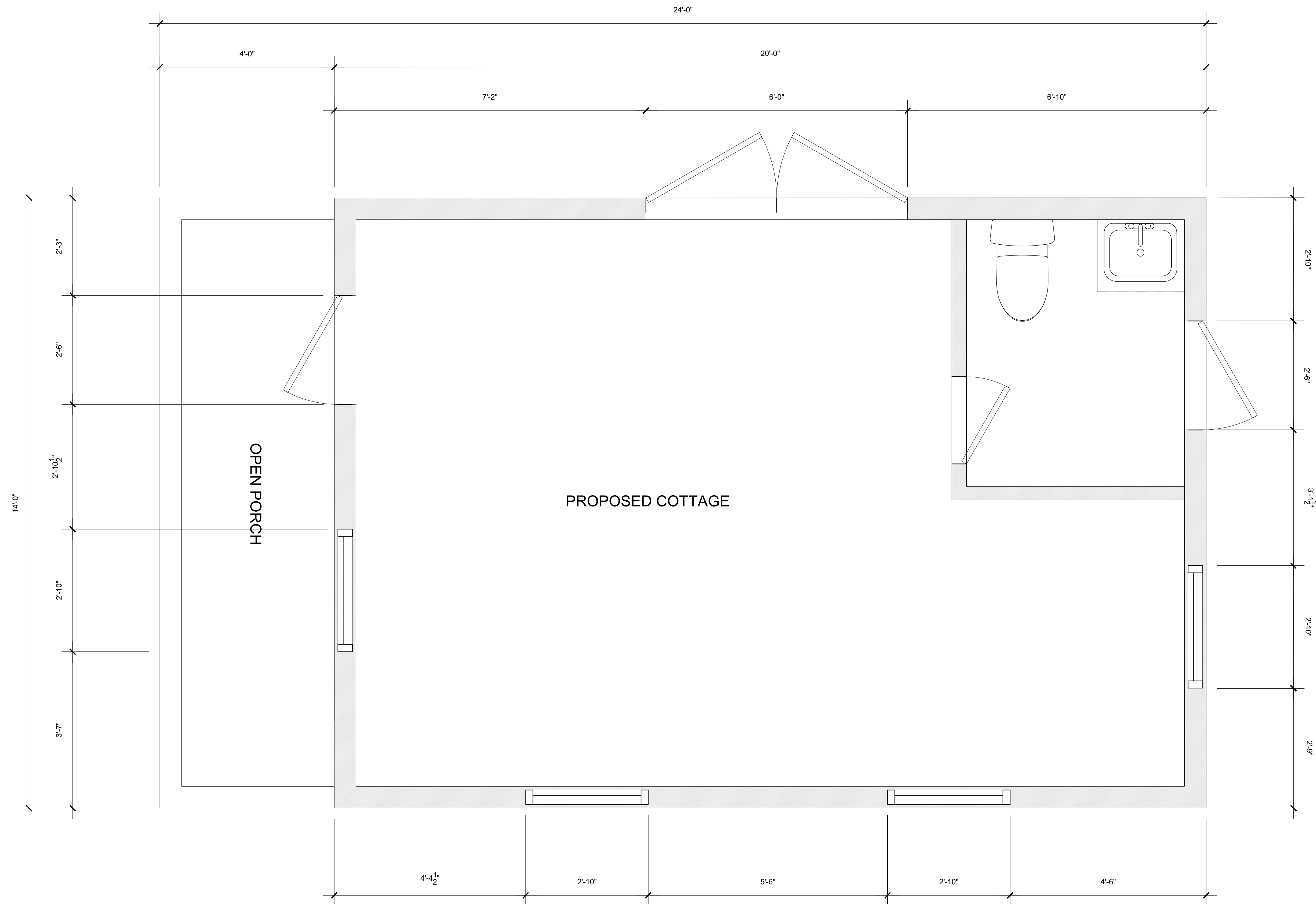


DRAWN BY: SW APPROVED BY: BH

SCALE 1/4" = 1'



FLOOR PLAN



1 FLOOR PLAN
A-6 SCALE: 3/4" = 1'



SEAL:

NOT VALID FOR CONSTRUCTION UNLESS
DIGITALLY SIGNED WITH ORIGINAL SEAL.

PRINTED COPIES OF THIS DOCUMENT ARE NOT
CONSIDERED SIGNED AND SEALED AND THE SHA
AUTHENTICATION CODE MUST BE VERIFIED ON
ANY ELECTRONIC COPIES.

ROBERT HULEC, P.E.
LIC # 96937



LAKEWOOD ENGINEERING
DESIGN & CONSTRUCTION SERVICES

WOOD ENGINEERING
1211 WATSON ST.
KEY WEST, FL 33040
305-890-6284

[illegible]

NEW COTTAGE, CABANA & POOL
903 FRANCES ST.
KEY WEST, FL 33040

FLOOR PLAN

A

3

DRAWN BY: SW

APPROVED BY: BH

NOTICING

Public Meeting Notice

The Historic Architectural Review Commission will hold a public meeting at **5:00 p.m., June 24, 2025, at City Hall, 1300 White Street**, Key West, Florida. The purpose of the hearing will be to consider a request for:

NEW COTTAGE, CABANA WITH OPEN SIDES AND LOUVERED WALL, DECKS, POOL, AND SITE IMPROVEMENTS.

#903 FRANCES STREET

Applicant – Bob Hulec Application #C2025-0042

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 www.cityofkeywest-fl.gov.

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 Bob Hulec, 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:

903 Frances St. Key West, FL 33040 on the 18th day of June, 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 June 24, 2025.

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 2025-0042

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

Signed Name of Affiant:

Robert Hulec
Date: June 18, 2025
Address: 1211 Watson St.
City: Key West
State, Zip: FL, 33040

The forgoing instrument was acknowledged before me on this 18 day of June, 2025.

By (Print name of Affiant) Robert Hulec who is personally known to me or has produced _____ as identification and who did take an oath.

NOTARY PUBLIC

Sign Name: Marjorie Holly Booton
Print Name: M. Holly Booton
Notary Public - State of Florida (seal)
My Commission Expires: Jan 24, 2026



MARJORIE HOLLY BOOTON
Commission # HH 219698
Expires January 24, 2026



Tyvek
HomeWrap

Man
deBoc
LUMBER COMPANY
Tyvek
HomeWrap

Public
Meeting
Notice

903

NO
TRESPASSING

KEEP
OUT

Public Meeting Notice

The Historic Architectural Review Commission will hold a public meeting at 5:00 p.m., June 24, 2025, at City Hall, 1300 White Street, Key West, Florida. The purpose of the hearing will be to consider a request for:

NEW COTTAGE, CABANA WITH OPEN SIDES AND LOUVERED WALL, DECKS, POOL, AND SITE IMPROVEMENTS.

#903 FRANCES STREET

*** Applicant – Bob Hulec Application #C2025-0042**

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 www.cityofkeywest-fl.gov.

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.

903



PERMIT NUMBER
BLD2025-1489

Issued: 6/11/2025
Expires: 12/8/2025

utlets. N.O.C. EXEMPT. GH

OWNERS
COMMENCEMENT MAY RESULT IN
S TO YOUR PROPERTY. IF YOU
T WITH YOUR LENDER OR AN
NOTICE OF COMMENCEMENT.

Additional restrictions applicable to this property
may be additional permits required from other
agencies, state agencies, or federal agencies.

on clearly visible from the street.
legible address visible from the street.

STARTED WITHIN 180 DAYS.
00 pm, Saturday 9:00 am – 5:00 pm.

****FINAL****
Approved By _____
Date: 6/11/2025

PROPERTY APPRAISER INFORMATION

Monroe County, FL

PROPERTY RECORD CARD

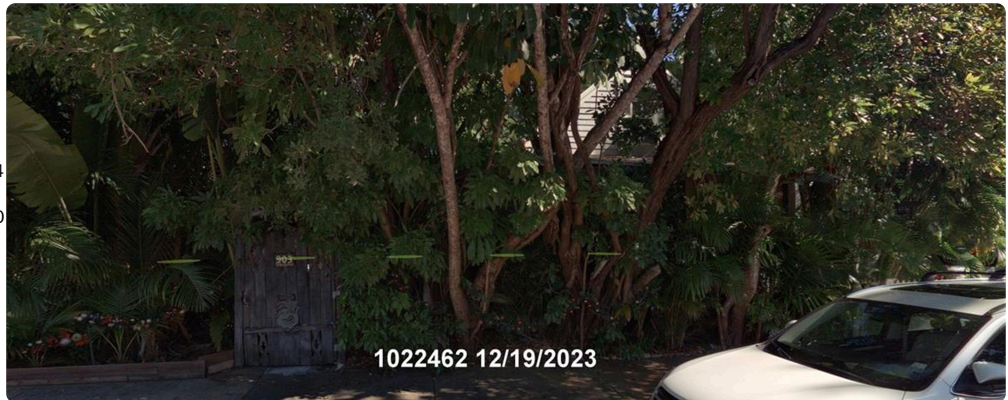
Disclaimer

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 00021710-000000
Account# 1022462
Property ID 1022462
Millage Group 10KW
Location 903 FRANCES St, KEY
Address WEST
Legal KW PT LOT 17 SQR 3 OF
Description TR 6 A5-378 G8-491 J1-44
OR275-36 OR1014-962
OR1014-966 OR1014-960
OR1017-1230 OR1084-
585 OR1324-1718
OR1346-1481 OR1429-
2241 OR2792-1368
OR3306-1614
(Note: Not to be used on
legal documents.)
Neighborhood 6103
Property Class SINGLE FAMILY RESID
(0100)
Subdivision
Sec/Twp/Rng 05/68/25
Affordable No
Housing



Owner

[DARBY KIMBERLEY R REVOCABLE TRUST 09/23/2024](#)
4 Pinder Ln
Key West FL 33040

Valuation

	2024 Certified Values	2023 Certified Values	2022 Certified Values	2021 Certified Values
+ Market Improvement Value	\$103,143	\$93,315	\$94,708	\$80,850
+ Market Misc Value	\$8,601	\$8,601	\$8,601	\$8,601
+ Market Land Value	\$1,113,840	\$1,071,000	\$685,440	\$449,106
= Just Market Value	\$1,225,584	\$1,172,916	\$788,749	\$538,557
= Total Assessed Value	\$716,819	\$651,654	\$592,413	\$538,557
- School Exempt Value	\$0	\$0	\$0	\$0
= School Taxable Value	\$1,225,584	\$1,172,916	\$788,749	\$538,557

Historical Assessments

Year	Land Value	Building Value	Yard Item Value	Just (Market) Value	Assessed Value	Exempt Value	Taxable Value	Maximum Portability
2024	\$1,113,840	\$103,143	\$8,601	\$1,225,584	\$716,819	\$0	\$1,225,584	\$0
2023	\$1,071,000	\$93,315	\$8,601	\$1,172,916	\$651,654	\$0	\$1,172,916	\$0
2022	\$685,440	\$94,708	\$8,601	\$788,749	\$592,413	\$0	\$788,749	\$0
2021	\$449,106	\$80,850	\$8,601	\$538,557	\$538,557	\$0	\$538,557	\$0
2020	\$408,408	\$82,039	\$8,601	\$499,048	\$499,048	\$0	\$499,048	\$0
2019	\$385,560	\$72,527	\$8,601	\$466,688	\$466,688	\$0	\$466,688	\$0
2018	\$354,144	\$72,527	\$8,975	\$435,646	\$435,646	\$0	\$435,646	\$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
RESIDENTIAL DRY (010D)	2,856.00	Square Foot	0	0

Buildings

Building ID	1644	Exterior Walls	ABOVE AVERAGE WOOD	
Style	2 STORY ELEV FOUNDATION	Year Built	1913	
Building Type	S.F.R. - R1 / R1	EffectiveYearBuilt	1998	
Building Name		Foundation	WD CONC PADS	
Gross Sq Ft	1864	Roof Type	GABLE/HIP	
Finished Sq Ft	654	Roof Coverage	METAL	
Stories	2 Floor	Flooring Type	SFT/HD WD	
Condition	POOR	Heating Type	NONE with 0% NONE	
Perimeter	108	Bedrooms	2	
Functional Obs	0	Full Bathrooms	1	
Economic Obs	0	Half Bathrooms	0	
Depreciation %	33	Grade	450	
Interior Walls	WALL BD/WD WAL	Number of Fire Pl	0	
Code	Description	Sketch Area	Finished Area	Perimeter
FAT	FINISHED ATTIC	484	0	0
FLA	FLOOR LIV AREA	654	654	0
OPU	OP PR UNFIN LL	104	0	0
OUU	OP PR UNFIN UL	276	0	0
OPF	OP PRCH FIN LL	166	0	0
PTO	PATIO	180	0	0
TOTAL		1,864	654	0

Yard Items

Description	Year Built	Roll Year	Size	Quantity	Units	Grade
CH LINK FENCE	1964	1965	0 x 0	1	248 SF	1
CONC PATIO	1969	1970	13 x 18	1	234 SF	1
FENCES	1979	1980	5 x 21	1	105 SF	2
RES POOL	1989	1990	10 x 14	1	140 SF	5

Sales

Sale Date	Sale Price	Instrument	Instrument Number	Deed Book	Deed Page	Sale Qualification	Vacant or Improved	Grantor	Grantee
1/3/2025	\$950,000	Warranty Deed	2485463	3306	1614	01 - Qualified	Improved		
11/1/1996	\$170,000	Warranty Deed		1429	2241	Q - Qualified	Improved		
9/1/1994	\$2,000	Warranty Deed		1324	1718	C - Unqualified	Vacant		
3/1/1989	\$95,000	Warranty Deed		1084	585	Q - Qualified	Improved		
5/1/1987	\$75,000	Warranty Deed		1014	960	U - Unqualified	Improved		

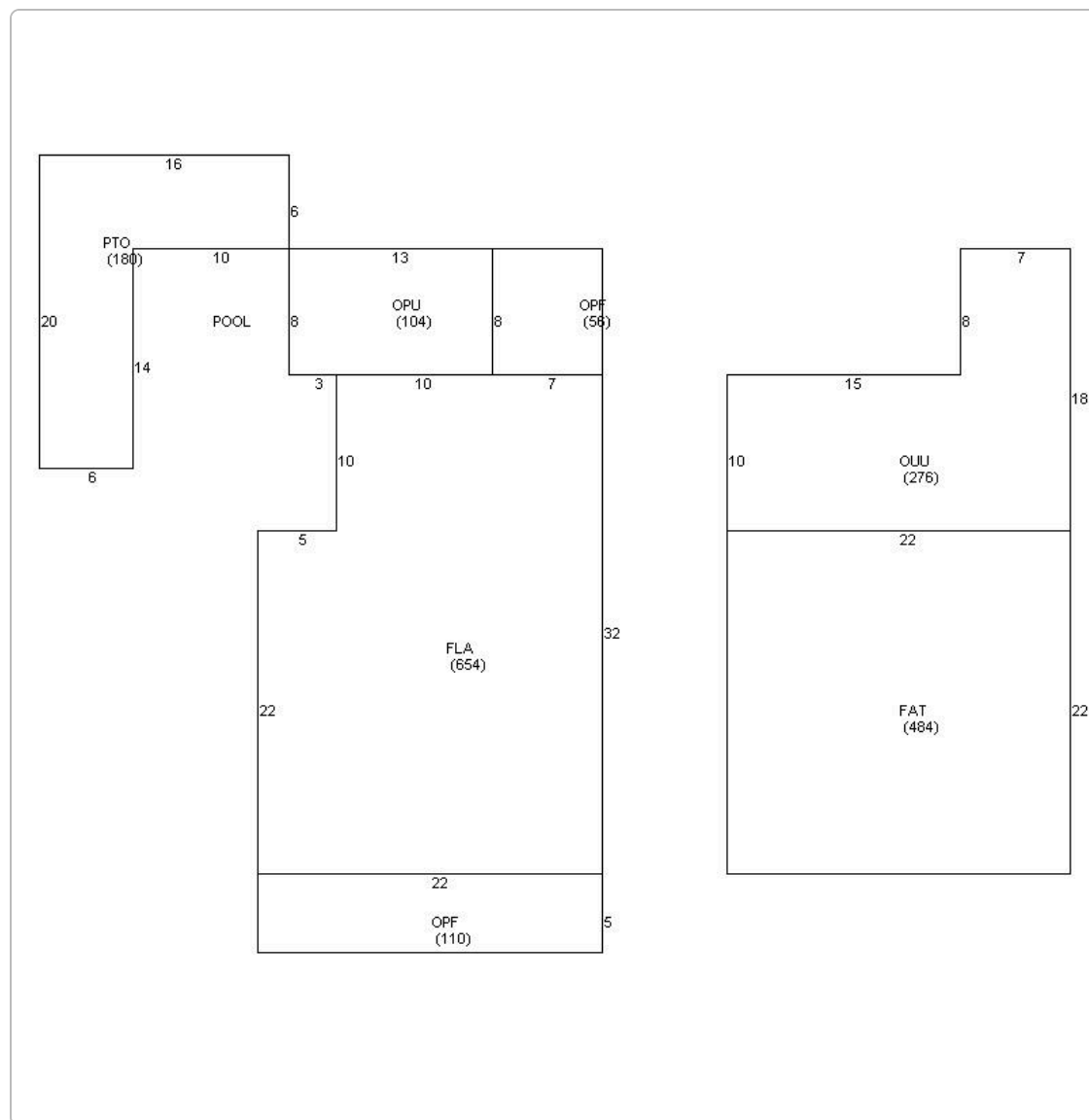
Permits

Number	Date Issued	Status	Amount	Permit Type	Notes
25-0118	01/22/2025	Active	\$0	Residential	16x16 pairs on 30x30" speed footers
25-0018	01/07/2025	Active	\$0	Residential	Interior demolition of finishes by architect drawings removing of kitchen cabinets, drywall, tiles, bathroom accessories, furniture, finish floors. electric and plumbing
05-5006	11/07/2005	Completed	\$300		HURRICANE WILMA DAMAGE REPLACE THE RISER & WEATHERHEAD
96-4511	11/01/1996	Completed	\$1,030		ROOFING

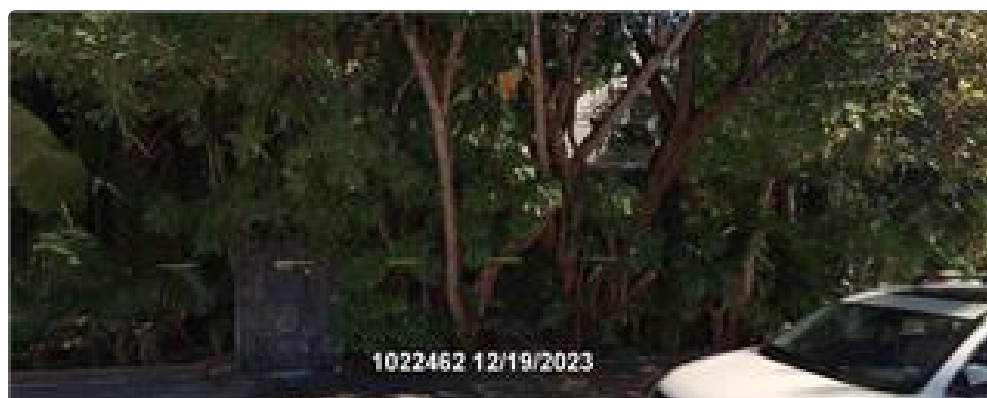
View Tax Info

[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

[User Privacy Policy](#) | [GDPR Privacy Notice](#)
Last Data Upload: 5/22/2025, 1:37:21 AM

Contact Us

Developed by
 **SCHNEIDER**
GEOSPATIAL