



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### Historic Architectural Review Commission

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Tuesday, March 26, 2024

5:00 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 - 5:03 P.M.**

#### Roll Call

**Absent** 1 - Commissioner Powell

**Present** 6 - Commissioner Cognevich, Commissioner Nations, Commissioner Oropeza, Osborn, Commissioner Thompson, 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 February 27, 2024

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

The minutes were unanimously approved by acclamation.

#### HARC Planner's Report

#### Assistant City Attorney's Report

#### Old Business

- 2 After the fact - Demolition of historic and contributing house  
- **1208 Virginia Street - Smith - Hawks, PL (H2023-0050)**  
**Postponed from February 27, 2024**

Attachments: [1208 Virginia Street - Demolition](#)  
[\\*Large File\\* 1208 Virginia Street - Demolition For February 27, 2024](#)  
[Request to Postpone](#)  
[\\*Large File\\* 1208 Virginia Street - Demolition For January 23, 2024](#)  
[meeting](#)  
[1208 Virginia Footprint-Facade Comparison \(00286762xDBB48\)](#)  
[\\*Large File\\* 4.6.2023 1208 Virginia Atlantic Engineering Structural](#)  
[Report ss \(00283828xDBB48\)](#)  
[Northstar Engineering Report - 1208 Virginia 3.30.23](#)  
[\(00283827xDBB48\)](#)

This item was postponed until the April 23, 2024 Historic Architectural Review Commission meeting.

### New Business

- 5 New unit at rear. New exterior staircase - **1011 Windsor Lane - Nautilus Drafting and Design Services (H2024-0012) - POSTPONED BY STAFF**

This item was postponed until the April 23, 2024 Historic Architectural Review Commission meeting.

- 6 Demolition of exterior staircase - **1011 Windsor Lane - Nautilus Drafting and Design Services (H2024-0012) POSTPONED BY STAFF**

This item was postponed until the April 23, 2024 Historic Architectural Review Commission meeting.

- 7 Harden historic building and 1994 addition at rear building for 200 mph winds. Remove historic top of courthouse tower for repairs and install back to its original location after repairs are completed - **500 Whitehead Street - David Salay, Bender & Associates (H2024-0014)**

Attachments: [\\*Large File\\* 500 Whitehead Street](#)

Chairman Burkee recused himself from this item, passed the gavel to Vice-Chair Oropeza, and left the dais.

A motion was made by Commissioner Osborn, seconded by Commissioner Cognevich, to approve the Action Item, with the approval based upon the fact that the subject property is a large-scale government building, that the standing seam roof on the rear building is not visible to pedestrians, and that the rear building is non-historic. The motion passed unanimously.

**Recuse:** 1 - Chairman Burkee

**Absent:** 1 - Commissioner Powell

**Yes:** 5 - Commissioner Cognevich, Commissioner Nations, Commissioner Oropeza, Commissioner Osborn, and Commissioner Thompson

### Old Business (Cont.)

- 4 Proposed text amendments to Sec. 122 Article II of the Land Development Regulations. - **Postponed from February 27, 2024**

**Attachments:** [Staff Report for Text Amendments to Sec. 122 of the Land Development Regulations](#)  
[New approved Text Amendment by Planning Board](#)  
[Staff Report for Text Amendments for Non Conformities - From February 27, 2024](#)

Chairman Burkee rejoined the meeting on the dais and received the gavel back from Vice-Chair Oropeza.

A motion was made by Commissioner Oropeza, seconded by Commissioner Osborn, to postpone the Action Item to the April 23, 2024 Historic Architectural Review Commission meeting, and to recommend to the City Commission that if in the event the City Commission moves forward with approval of the item at its April 11, 2024 meeting, that the City Commission incorporates an exemption from the 50% improvement standard in the Ordinance for historic buildings within the historic district, when improvements are approached legally and with proper permits. The motion passed unanimously.

**Absent:** 1 - Commissioner Powell

**Yes:** 6 - Commissioner Cognevich, Commissioner Nations, Commissioner Oropeza, Commissioner Osborn, Commissioner Thompson, and Chairman Burkee

- 3 Proposed text amendments to Chapter 102, Article 1- In General and Article IV, Division 3- Demolitions, of the Land Development Regulations - **Postponed from February 27, 2024**

**Attachments:** [Staff Report Changes to Chapter 102, Article 1 In General and Article IV- Division 3 Demolitions](#)  
[Staff Report- After-The-Fact Demolition From February 27, 2024](#)

A motion was made by Commissioner Thompson, seconded by Commissioner Osborn, to postpone the Action Item to the April 23, 2024 Historic Architectural Review Commission meeting. The motion passed unanimously.

**Absent:** 1 - Commissioner Powell

**Yes:** 6 - Commissioner Cognevich, Commissioner Nations, Commissioner Oropeza, Commissioner Osborn, Commissioner Thompson, and Chairman Burkee

### New Business (Cont.)

8 Proposed text amendments to the Historic Architectural Guidelines- Article VI- Section (v) - Fences and walls.

**Attachments:** [HARC Staff Report For Height Measurement of Fences Ordinance First Reading Approved on February 2024](#)  
[Draft 1 - Original Draft of HARC Guidelines Amendments Sent by City Attorney](#)  
[Draft 2 HARC staff recommendations of Draft 1after meeting with City Attorney](#)  
[Draft 3 Latest draft of HARC Guidelines amendments by City Attorney](#)

A motion was made by Commissioner Osborn, seconded by Commissioner Cognevich, to issue an advisory opinion to the City Commission to exempt the Historic District from the language in the proposed Ordinance and modify the language in current Historic Architectural Review Commission guidelines that fence height is measured from the sidewalk, and in the absence of sidewalk, from the natural grade at the property line immediately adjacent to the right-of-way. The motion carried by the following vote:

**No:** 1 - Commissioner Thompson

**Absent:** 1 - Commissioner Powell

**Yes:** 5 - Commissioner Cognevich, Commissioner Nations, Commissioner Oropeza, Commissioner Osborn, and Chairman Burkee

### Public Comments

### Comments from Commissioners

Adjournment - 7:39 P.M.