

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE HISTORIC ARCHITECTURAL REVIEW COMMISSION OF THE CITY OF KEY WEST, FLORIDA, RECOGNIZING THE SHARP INCREASE IN HARC APPLICATIONS, RECOGNIZING THE NEED FOR ADDITIONAL HARC STAFF, AND RECCOMENDING THE IMPLIMENTATION OF A HARC APPLICATION FEE TO DEFRAY THOSE COSTS; PROVIDING FOR AN EFFECTIVE DATE

NOW THEREFORE, BE IT RESOLVED BY THE HISTORIC ARCHITECTURAL REVIEW COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:

WHEREAS, the Historic Architectural Review Commission (HARC) finds that according to the statistics submitted by the HARC Planner that are attached hereto and incorporated herein, there is a sharp increase in HARC applications from 2011-2012 and have steadily increased for the past two years; and,

WHREAS, HARC finds that the current policies and procedures that have been implemented with the current HARC Planner's administration involves the creation of detailed staff reports and site visits before, during and after the issuance of the certificate of appropriateness have dramatically increased both the level of competent information that is provided at HARC meetings as well as the level of professionalism in

administering the multitude of applications and as a necessary consequence, the work load of the HARC Planner; and,

WHEREAS, HARC finds a dire need to increase HARC staff to a minimum of 2 office personnel and one full time inspector to continue the level of service to the community that has been established by the current HARC administration in consideration of the recent upward turn in the local construction and remodeling industries; and,

WHEREAS, HARC recognizes that other equally significant historic districts and certified local governments in Florida are far better staffed with far less applications such as St. Augustine, that has 2 staff members to administer approximately 60 applications; and,

WHEREAS, HARC finds that just in 2012 YTD ending in June, there have been 1,100 applications; and,

WHEREAS, HARC recognizes that the current Comprehensive Plan for the City of Key West mandates in policy 1a-4.1.3 that there be a full time inspector to enforce the HARC guidelines, a video inventory of non-compliant conditions in the historic district, system of voluntary compliance with the HARC

guidelines and that the current HARC inspector is a part time, shared city plumbing inspector, contrary to Sec. 90-141 which mandates a full time inspector;

NOW, THEREFORE, BE IT RESOLVED BY THE HISTORIC ARCHITECTURAL REVIEW COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:

Section 1: That HARC strongly encourages city management and the City Commission for the City of Key West to increase the amount of staff employed to properly administer HARC applications for the 2012-2013 budget year by adding at least one additional office staff member to assist the HARC Planner as well as a full time HARC field inspector in accordance with the City of Key West's Comprehensive Plan and Sec. 90-141.

Section 2: That HARC encourages city management and the City Commission for the City of Key West to establish an application fee that is commensurate with the amount of staff time involved in the processing of HARC applications to defray the costs of said additional staff.

Section 3: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by

the signature of the presiding officer and the Clerk of the  
Historic Architectural Review Commission.

Passed and adopted by the Historic Architectural Review  
Commission at a meeting held this \_\_\_\_day of \_\_\_\_\_, 2012.

Authenticated by the presiding officer and Clerk of the  
Historic Architectural Review Commission this \_\_\_\_day of  
\_\_\_\_\_, 2012.

Filed with the Clerk \_\_\_\_\_, 2012.

\_\_\_\_\_  
RUDY MOLINET, CHAIRMAN

ATTEST:

\_\_\_\_\_  
JO BENNETT, HARC CLERK

<b>June 2012 Application Status</b>	<b>Total</b>
Call Back	24
Scheduled for HARC Board	12
HARC Board Decision	3
Staff Approved	129
VOIDed	2
Withdrawn	4
<b>Total</b>	<b>174</b>

**YTD 2012 Application Status (as of June 30, 2012)**

<b>Application Status</b>	<b>Total</b>
Call Back	45
Scheduled for HARC Board	15
HARC Board Decision	52
Staff Approved	949
VOIDed	22
Withdrawn	17
<b>Total</b>	<b>1100</b>

**HARC STATISTICS**  
**FISCAL YEAR 2009-2010**

<b>HARC Monthly Summary</b>							
Fiscal year 2009-2010							
	Oct	Nov	Dec	Jan	Feb	Mar	
<b>Received applications</b>	<b>121</b>	<b>97</b>	<b>101</b>	<b>95</b>	<b>109</b>	<b>139</b>	
Staff Reviewed							
Staff approved	98	91	96	81	94	125	
Void	2	0	4	2	4	4	
Withdrawn	0	0	0	0	0	0	
Commission Reviewed	20	5	1	10	10	9	
Commission approved	11	4	1	10	10	5	
Denials	9	1	0	0	0	4	
Tabled	1	0	0	2	0	1	
Withdrawn	0	1	0	0	1	0	
	Apr	May	June*	July*	Aug*	Sep*	<b>Cumulative</b>
<b>Received applications</b>	<b>138</b>	<b>114</b>	<b>72</b>	<b>119</b>	<b>118</b>	<b>117</b>	<b>1,340</b>
Staff Reviewed							
Staff approved	125	104	52	108	109	102	<b>1,185</b>
Void	2	2	3	0	0	0	<b>23</b>
Withdrawn	0	0	0	0	0	0	<b>0</b>
Commission Reviewed	11	6	16	9	8	12	<b>117</b>
Commission approved	9	6	12	8	5	8	<b>89</b>
Denials	2	0	4	1	3	4	<b>28</b>
Tabled	0	0	0	1	1	3	<b>9</b>
Withdrawn	0	2	1	1	0	0	<b>6</b>
*HARC applications have been incorporated into Naviline- starting date June 1, 2010							

**HARC STATISTICS  
FISCAL YEAR 2010-11**

<b>HARC Monthly Summary</b>							
Fiscal year 2010-11							
	Oct	Nov	Dec	Jan	Feb	Mar	
<b>Received applications</b>	<b>116</b>	<b>132</b>	<b>112</b>	<b>115</b>	<b>144</b>	<b>150</b>	
Staff Reviewed	107	110	96	105	130	134	
Staff approved	100	109	91	101	128	127	
Void	7	0	2	3	2	4	
Withdrawn	0	1	3	1	0	3	
Commission Reviewed	9	21	15	9	14	15	
Commission approved	7	13	11	7	14	10	
Denials	2	8	4	1	0	5	
Postponed	0	0	0	1	0	0	
Withdrawn	0	1	1	1	0	1	
	Apr	May	June	July	Aug	Sep	<b>Cumulative</b>
<b>Received applications</b>	<b>157</b>	<b>153</b>	<b>140</b>	<b>157</b>	<b>212</b>	<b>149</b>	<b>1,737</b>
Staff Reviewed	143	146	121	134	201	139	<b>1,566</b>
Staff approved	138	140	119	132	195	133	<b>1,513</b>
Void	2	4	0	2	6	1	<b>33</b>
Withdrawn	3	2	2	2	0	5	<b>22</b>
Commission Reviewed	13	6	17	19	11	10	<b>159</b>
Commission approved	4	5	8	16	8	9	<b>112</b>
Denials	7	1	5	0	1	1	<b>35</b>
Posponed	2	0	4	3	2	0	<b>12</b>
Withdrawn	1	1	0	2	3	1	<b>12</b>

**HARC STATISTICS  
FISCAL YEAR 2011-1212**

<b>HARC Monthly Summary</b>							
Fiscal year 2011-2012							
	Oct	Nov	Dec	Jan	Feb	Mar	
<b>Received applications</b>	<b>139</b>	<b>153</b>	<b>173</b>	<b>173</b>	<b>202</b>	<b>187</b>	
Staff Reviewed	131	141	161	159	188	178	
Staff approved	131	136	159	153	182	170	
Void	0	2	2	5	4	5	
Withdrawn	0	3	0	1	2	3	
Commission Reviewed	8	12	12	14	14	9	
Commission approved	4	10	11	6	9	5	
Denials	3	0	0	4	2	4	
Postponed	0	0	0	3	2	0	
Withdrawn	1	2	1	1	1	0	
	Apr	May	June	July	Aug	Sep	<b>Cumulative</b>
<b>Received applications</b>	<b>164</b>	<b>200</b>	<b>174</b>				<b>1,565</b>
Staff Reviewed	151	189	159				<b>1,457</b>
Staff approved	149	185	156				<b>1,421</b>
Void	1	4	2				<b>25</b>
Withdrawn	1	0	1				<b>14</b>
Commission Reviewed	13	11	15				<b>108</b>
Commission approved	11	8	10				<b>74</b>
Denials	1	2	3				<b>19</b>
Posponed	0	0	0				<b>5</b>
Withdrawn	1	1	2				<b>10</b>