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## **Historic Architectural Review Commission Staff Report for Item 10**

To: Chairman Haven Burkee and Historic Architectural Review  
Commission Members

From: Matthew Crawford  
Historic Preservation Manager

Meeting Date: January 27, 2026

Applicant: Habitat for Humanity

Application Number: C2025-0101

Address: 304 Truman Avenue

### **Description of Work:**

Renovations to altered contributing structure. Elevation of structure by 6". New rear addition, rebuilding front porch, and site improvements.

### **Site Facts:**

The building under review is listed as altered contributing and was constructed in 1923. However, Sanborn Maps show it as early as the 1899 Map. The site features a one-and-a-half-story wood-framed building. The front porch was enclosed before 1965, but the exact date is unknown.

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





*Photo of property under review circa 1965. Monroe County Library.*





*Existing Front Elevation*





*Existing wall at sidewalk to be demolished*





*East side of house (adjacent to 306 Truman)*





*Rear of House*



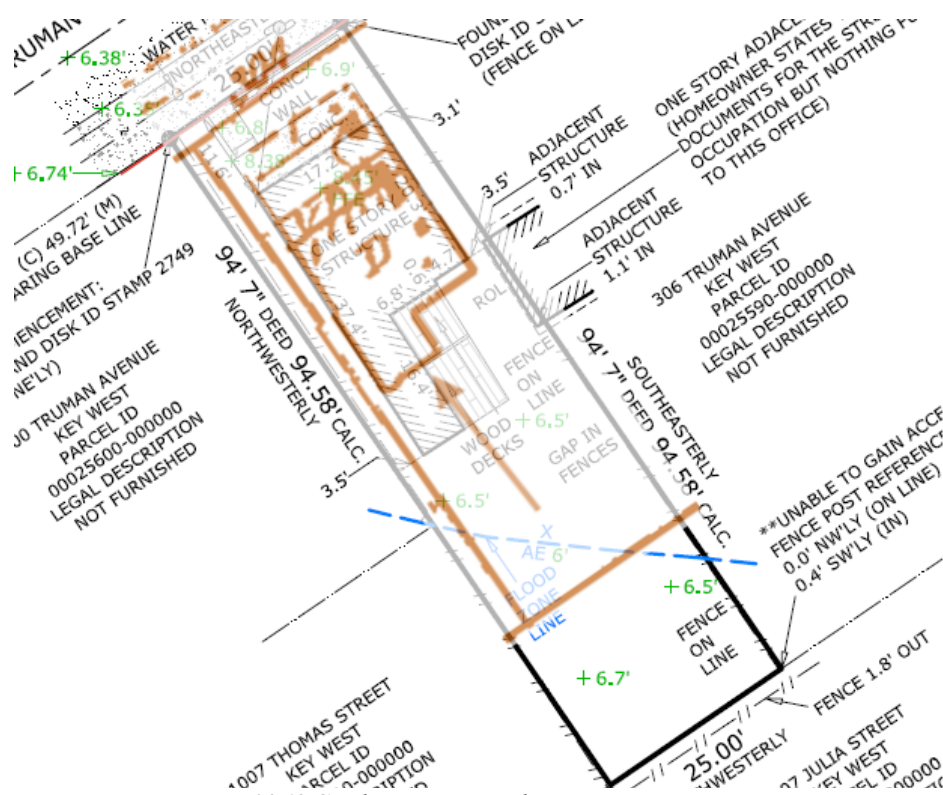


*Existing west Side of House*





*Front of house with 306 Truman*





### **Guidelines Cited on Review:**

- Guidelines for Roofing (page 26), specifically guidelines 2 and 3.
- Guidelines for Windows (pages 29a-l), specifically guidelines A (3, 4, 5, 6, 9) and B (1, 3, 4).
- Guidelines for Entrances, Porches, Doors, and Staircases (page 32-33), specifically guidelines 2, 5, 8, 9, 15, and 16.
- Guidelines for Foundations & Lattice Infill (page 34), specifically guidelines 1 and 2.
- Guidelines for Additions (pages 37a-37k), specifically guidelines 1, 7, 11, 13, 14 (first sentence), 19, 25, 26, 32, and 33.
- Guidelines for New Construction (pages 38a-38q), specifically guidelines 1, 3, 6, 7, 8, 9, 11, 12, 14, 17, 18, 22, 23, 24, and 25.
- Guidelines for Parking Areas, Landscaping, and Open Space Environment (page 43), specifically guidelines 5 and 7.

### **Ordinances Cited on Review:**

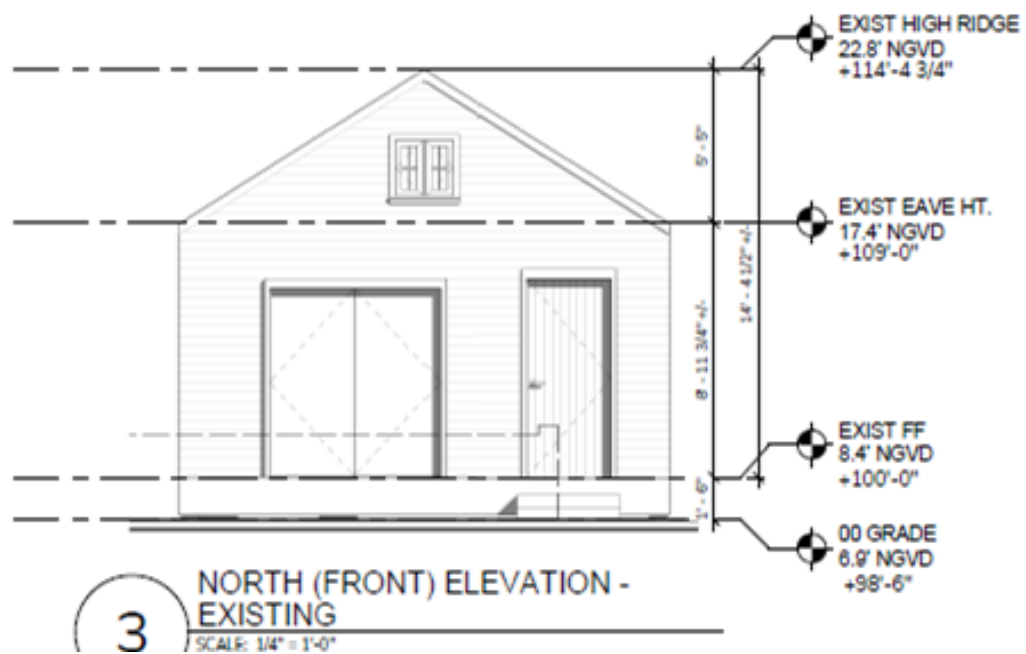
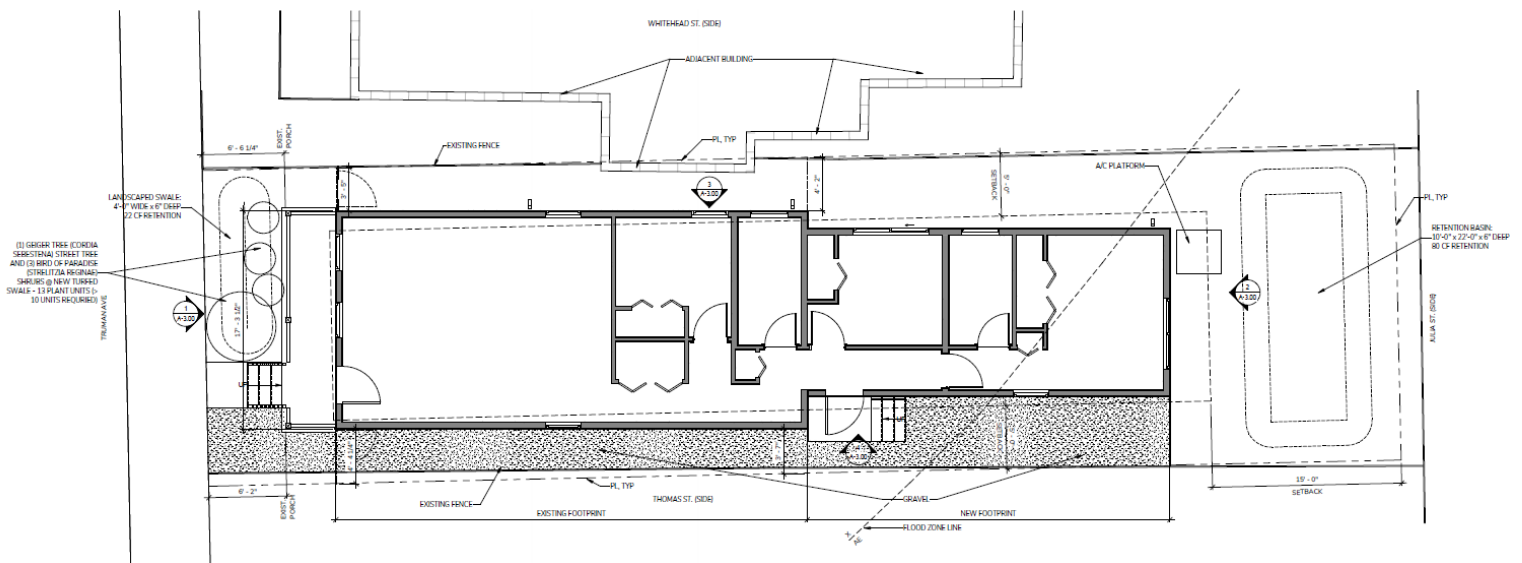
- Section 102-217 (4), demolition for contributing and historic structures of the Land Development Regulations.
- Section 102-218 - Criteria for Demolition of the Land Development Regulations.

### **Staff Analysis:**

The Certificate of Appropriateness proposes renovations to the altered contributing structure. The scope of work includes rebuilding the front porch, a new rear addition, and elevating the house 6". The front porch will include wood railings, wood stairs and risers, and a 5v-crimp metal roof. The front elevation will include two new 6 over 6 wood windows and a wood door.

The new rear addition will include hardiboard lap siding, aluminum windows, and an aluminum west elevation door. Several existing windows and window openings will be removed or reconfigured, and new window and door openings will be introduced on the north, south, and west elevations. The historic portion of the building will include reclaimed or new Dutch lap wood siding to match the existing siding. Site improvements include a rear A/C condenser unit and a gravel path on the west elevation. The structure will be elevated 6" from its current height and lattice will be installed between the front piers.

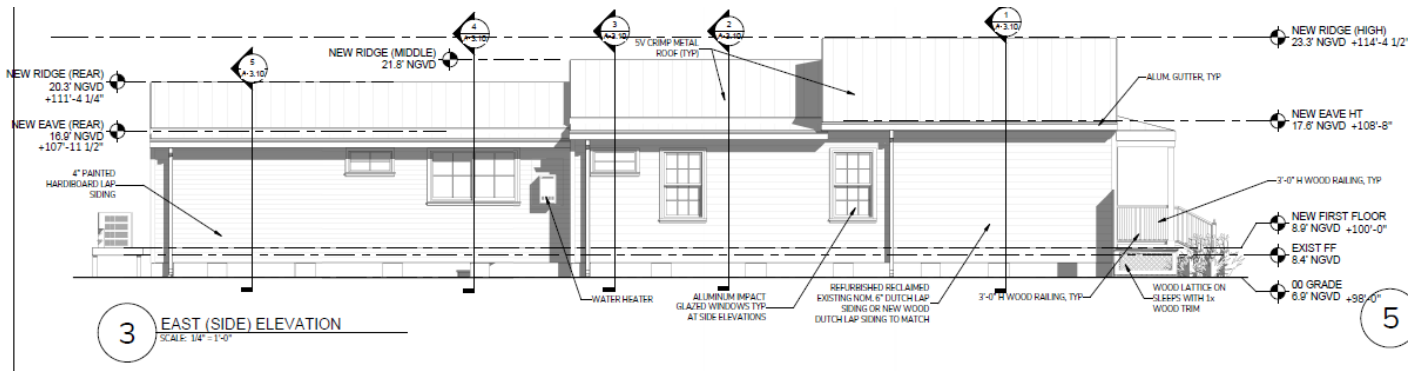




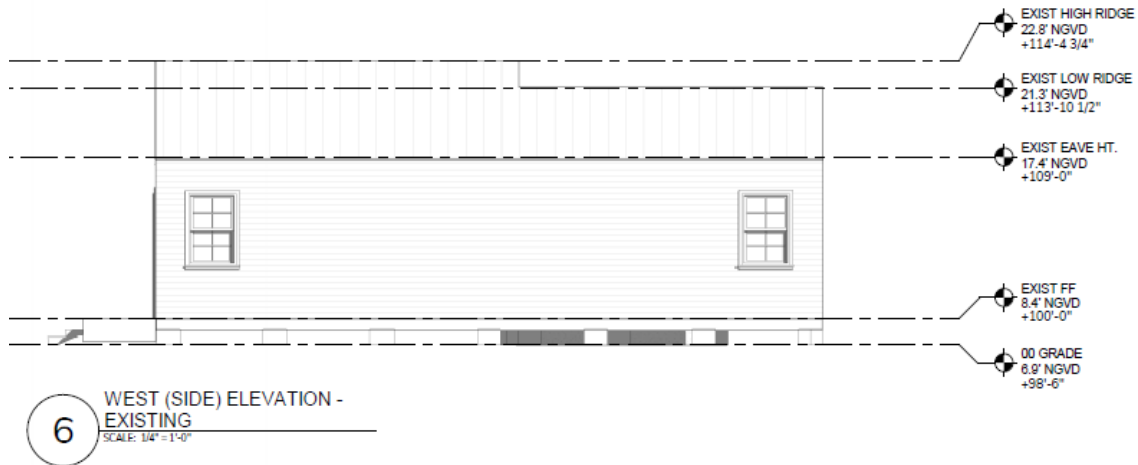




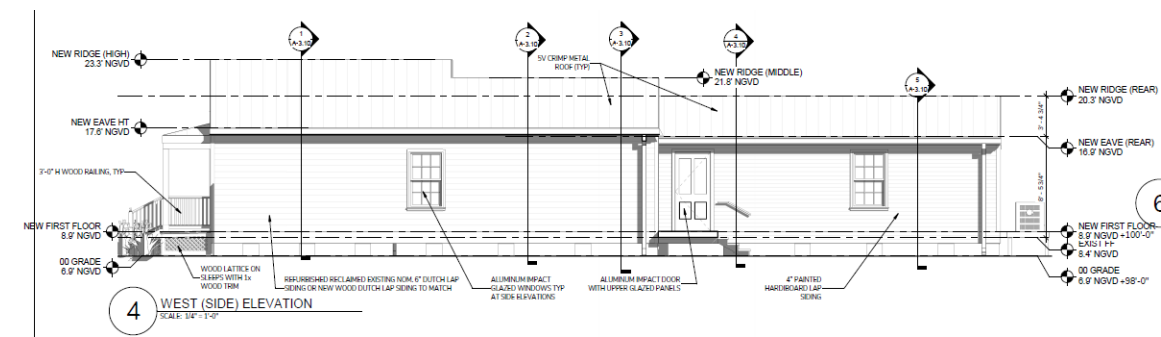




*Proposed East Elevation*

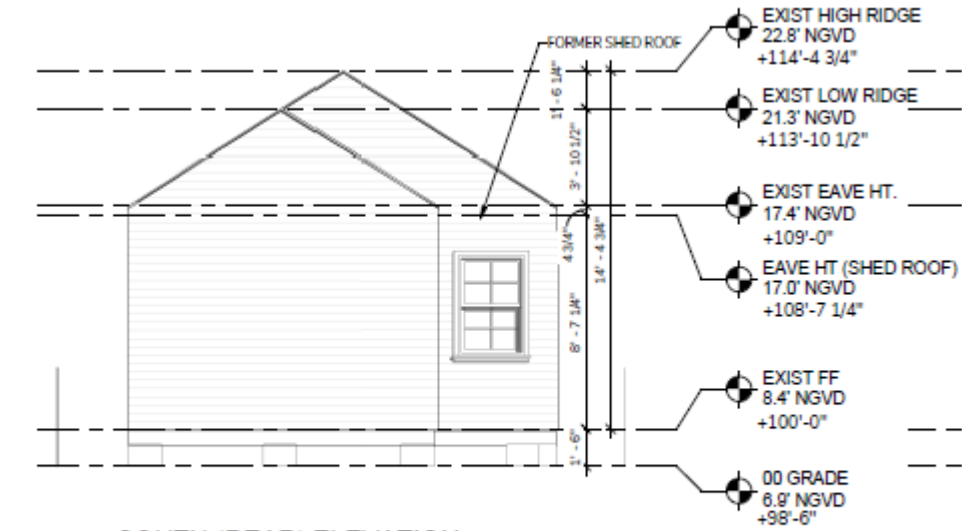


*Existing West Elevation*



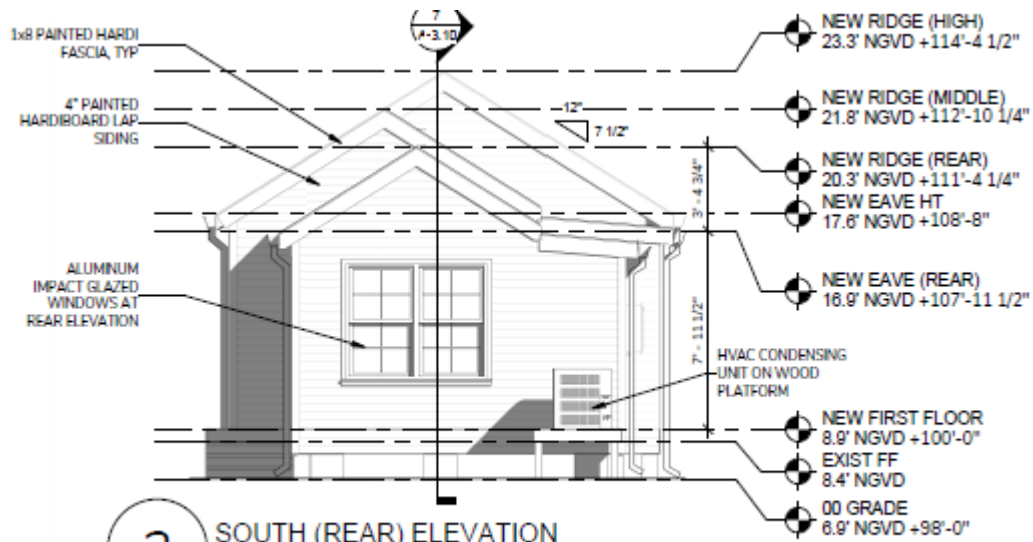
*Proposed West Elevation*





5 SOUTH (REAR) ELEVATION - EXISTING  
SCALE: 1/4" = 1'-0"

### Existing South Elevation



2 SOUTH (REAR) ELEVATION  
SCALE: 1/4" = 1'-0"

### Proposed South Elevation



### **Consistency with Cited Guidelines:**

Staff opines that the overall design is cohesive with the surrounding context and that it complies with the guidelines. The front porch follows all of the guidelines for entrances, porches, and doors as the porch is being rebuilt as it was before it was enclosed. All material and window openings are appropriate for the structure.

The proposed rear addition follows all of the guidelines for additions and new construction. The addition will be lower than the current structure and have hardiboard lap siding, which is an appropriate material. The window and door configurations fall within the range of windows and doors that are typical of the historic district.

All site improvements on the property comply with all applicable guidelines. The A/C condenser unit is in the rear of the property and not visible from the street. The side gravel walkway is appropriate as it is limited to one side of the structure and is not excessive. The lattice infill is also appropriate as it is the standard diagonal pattern.

### **Criteria for Demolition:**

It is staff's opinion that the request for this demolition shall be based on the demolition criteria of Chapter 102 Section 218 (a) of the LDR's. The criteria for demolition of historic structures state the following:

*(a) The historic architectural review commission shall issue a certificate of appropriateness for an application for demolition:*

- (1) If the subject of the application is a contributing or historic building or structure, then it should not be demolished unless its condition is irrevocably compromised by extreme deterioration, or it does not meet any of the criteria of section 102-125(1) through (9).*

The rear wall of the structure proposed for demolition exhibits significant deterioration.

The following is the criteria of section 102-125:

- 1 Embodies no distinctive characteristics of a type, period, or method of construction of aesthetic or historic significance in the city and is not a significant and distinguishable building entity whose components may lack individual distinction.*

The building lacks distinctive stylistic or construction features that would make it architecturally significant beyond its contributing status.



- 2 *Is not specifically associated with events that have made a significant contribution to local, state, or national history.*

It is staff understanding that no significant events have ever happened on the site relevant to local, state, or national history.

- 3 *Has no significant character, interest, or value as part of the development, heritage, or cultural characteristics of the city, state, or nation, and is not associated with the life of a person significant in the past.*

It is staff's understanding that the elements under review have no significant character and are not associated with the life of a significant person in the past.

- 4 *Is not the site of a historic event with a significant effect upon society.*

It is staff's understanding that the site is not associated with any significant event.

- 5 *Does not exemplify the cultural, political, economic, social, or historic heritage of the city.*

It is staff's understanding that the elements under review do not exemplify the cultural, political, economic, social or historic heritage of the city, though the structure does contribute to the overall historic fabric of the district.

- 6 *Does not portray the environment in an era of history characterized by a distinctive architectural style.*

Staff believes that the existing building does not portray an era of history characterized by a distinctive architectural style.

- 7 *If a part of or related to a square, park, or other distinctive area, nevertheless should not be developed, or preserved according to a plan based on the area's historic, cultural, natural, or architectural motif.*

This is not the case.

- 8 *Does not have a unique location or singular physical characteristic which represents an established and familiar visual feature of its neighborhood or of the city, and does not exemplify the best remaining architectural type in a neighborhood; and*

The elements under review do not have a unique location or physical characteristics which represent an established and familiar visual feature of its neighborhood or of the city.



9 *Has not yielded, and is not likely to yield, information important in history.*

Staff believes that based on current documentation, the structure has not yielded, and is unlikely to yield, any historically significant information.

It is the staff's opinion that the request for demolition may be considered, as the features of the structure under review meet the criteria for demolition. The rear wall proposed to be demolished exhibits extreme deterioration. If approved, this will be the only required reading. Staff will review submitted construction plans for demolition and design to ensure consistency with submitted drawings.



# 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:

304 Truman Ave, Key West, FL 33040

NAME ON DEED:

Housing Authority of Key West

PHONE NUMBER

305-797-6824

OWNER'S MAILING ADDRESS:

1400 Kennedy Drive

EMAIL

sterling@kwha.org

Key West, FL 33040

APPLICANT NAME:

Habitat for Humanity

PHONE NUMBER

(305) 294-9006

APPLICANT'S ADDRESS:

471 Overseas HWY., Suite 102

EMAIL

kweilban@

Big Coppitt Key, FL 33040

habitatforkeywest.org

APPLICANT'S SIGNATURE:

*[Handwritten Signature]*

DATE

10/6/25

**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:**

The project involves the renovation of an existing 876 sf contributing historic residential structure including window replacements with an addition of approximately 235 square feet to create a 1,111 sf 3 bedroom 2 bathroom affordable residence.

**MAIN BUILDING:**

Main building is a wood-framed 876 sf single-story residential structure with a single-story wood-framed addition. Existing structure will be elevated by 6 inches, but not altered in profile or volume and a new exterior covered porch will be added consistent with HARC guidelines and historic photo documentation.

**DEMOLITION (PLEASE FILL OUT AND ATTACH DEMOLITION APPENDIX):**

While the existing structure is in very poor condition, to the extent possible every effort will be made to retain, refurbish, and reuse existing building components.



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

<b>ACCESSORY STRUCTURE(S):</b>	
None existing or proposed	
<b>PAVERS:</b>	<b>FENCES:</b>
No pavers are proposed but for a concrete walk	Two gates only are proposed at side yard access.
access from sidewalk to porch stair	
<b>DECKS:</b>	<b>PAINTING:</b>
No decks are proposed	House will be painted wood and Hardie siding
<b>SITE (INCLUDING GRADING, FILL, TREES, ETC):</b>	<b>POOLS (INCLUDING EQUIPMENT):</b>
No significant modifications to site are proposed	None
<b>ACCESSORY EQUIPMENT (GAS, A/C, VENTS, ETC):</b>	<b>OTHER:</b>
House will be completely upgraded with modern	
equipment.	

<b>OFFICIAL USE ONLY:</b>	<b>HARC COMMISSION REVIEW</b>	<b>EXPIRES ON:</b>
MEETING DATE:	<input type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED <input type="checkbox"/> DEFERRED FOR FUTURE CONSIDERATION	INITIAL:
MEETING DATE:	<input type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED <input type="checkbox"/> DEFERRED FOR FUTURE CONSIDERATION	INITIAL:
MEETING DATE:	<input type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED <input type="checkbox"/> 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.



## HARC CERTIFICATE OF APPROPRIATENESS: DEMOLITION APPENDIX



### City of Key West

1300 White Street  
Key West, Florida 33040

HARC COA #	INITIAL & DATE
ZONING DISTRICT	BLDG PERMIT #

ADDRESS OF PROPOSED PROJECT:	304 Truman Ave., Key West, FL 33040
PROPERTY OWNER'S NAME:	Housing Authority of The City of Key West
APPLICANT NAME:	Randy Sterling

I hereby certify I am the owner of record and that the work shall conform to all applicable laws of this jurisdiction. By receiving a Certificate of Appropriateness, I realize that this project will require a Building Permit approval **PRIOR to proceeding with the work outlined above** and that a final inspection is required under this application. I also understand that **any changes to an approved Certificate of Appropriateness must be submitted for review.**

PROPERTY OWNER'S SIGNATURE

A handwritten signature in blue ink, appearing to read "Randy Sterling", is written over a horizontal line.

11/21/2025 Randy Sterling

DATE AND PRINT NAME

#### DETAILED PROJECT DESCRIPTION OF DEMOLITION

Selective demolition of rotting/failing items as determined by close visual inspection upon initiation of project  
Existing wood siding will be removed and inspected. Unusable siding will be discarded, and usable members  
will be stored on-site for reuse beginning at the front of the existing structure. To the extent possible,  
existing items will remain and be reused.

#### CRITERIA FOR DEMOLITION OF CONTRIBUTING OR HISTORIC STRUCTURES:

**Before any Certificate of Appropriateness may be issued for a demolition request, the Historic Architectural Review Commission must find that the following requirements are met (please review and comment on each criterion that applies):**

(1) If the subject of the application is a contributing or historic building or structure, then it should not be demolished unless its condition is irrevocably compromised by extreme deterioration or it does not meet any of the following criteria:

(a) The existing condition of the building or structure is irrevocably compromised by extreme deterioration.

There is significant deterioration observed, but the owner will endeavor to save as much of the contributing existing structure as is practical.

(2) Or explain how the building or structure meets the criteria below:

(a) Embodies no distinctive characteristics of a type, period, or method of construction of aesthetic or historic significance in the city and is not a significant and distinguishable building entity whose components may lack individual distinction.

This is a contributing structure so none of the items in section 2 apply.



Nothing in this application is intended to alter the authority of the Building Official to condemn for demolition dangerous buildings, as provided in Section 102-218 of the Land Development Regulations and Chapter 14 of the Code of Ordinances.

(b) Is not specifically associated with events that have made a significant contribution to local, state, or national history.

(c) Has no significant character, interest, or value as part of the development, heritage, or cultural characteristics of the city, state or nation, and is not associated with the life of a person significant in the past.

(d) Is not the site of a historic event with significant effect upon society.

(e) Does not exemplify the cultural, political, economic, social, or historic heritage of the city.

(f) Does not portray the environment in an era of history characterized by a distinctive architectural style.

(g) If a part of or related to a square, park, or other distinctive area, nevertheless should not be developed or preserved according to a plan based on the area's historic, cultural, natural, or architectural motif.

(h) Does not have a unique location or singular physical characteristic which represents an established and familiar visual feature of its neighborhood or of the city, and does not exemplify the best remaining architectural type in a neighborhood.



Nothing in this application is intended to alter the authority of the Building Official to condemn for demolition dangerous buildings, as provided in Section 102-218 of the Land Development Regulations and Chapter 14 of the Code of Ordinances.

(i) Has not yielded, and is not likely to yield, information important in history,

**CRITERIA FOR DEMOLITION OF NON-CONTRIBUTING OR NON-HISTORIC STRUCTURES:**

**The following criteria will also be reviewed by the Historic Architectural Review Commission for proposed demolitions. The Commission shall not issue a Certificate of Appropriateness that would result in the following conditions (please review and comment on each criterion that applies):**

(1) Removing buildings or structure that are important in defining the overall historic character of a district or neighborhood so that the character is diminished.

This is a contributing structure so none of the items in this section apply.

(2) Removing historic buildings or structures and thus destroying the historic relationship between buildings or structures and open space.

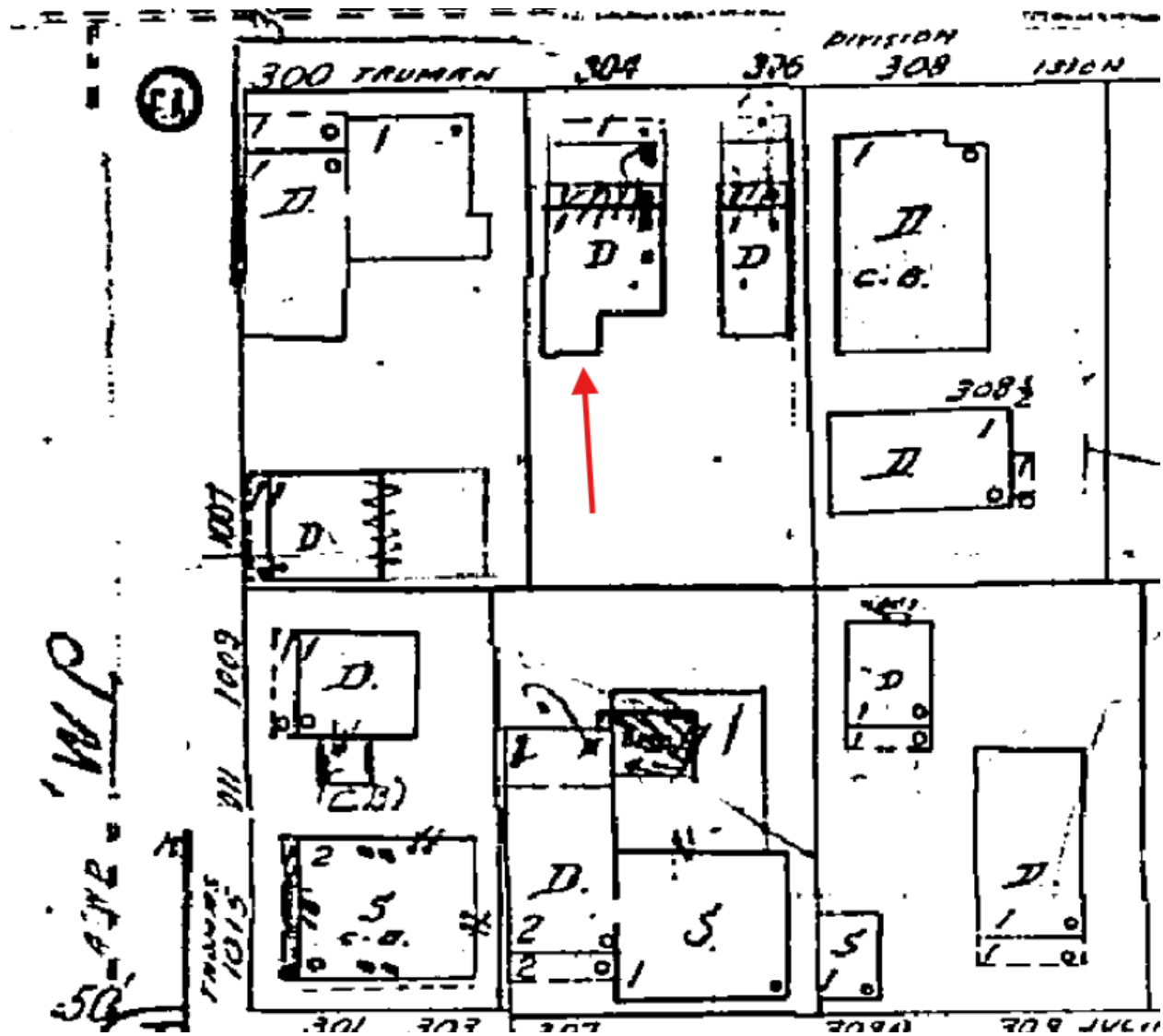
(3) Removing an historic building or structure in a complex; or removing a building façade; or removing a significant later addition that is important in defining the historic character of a site or the surrounding district or neighborhood.

(4) Removing buildings or structures that would otherwise qualify as contributing.



# SANBORN MAPS



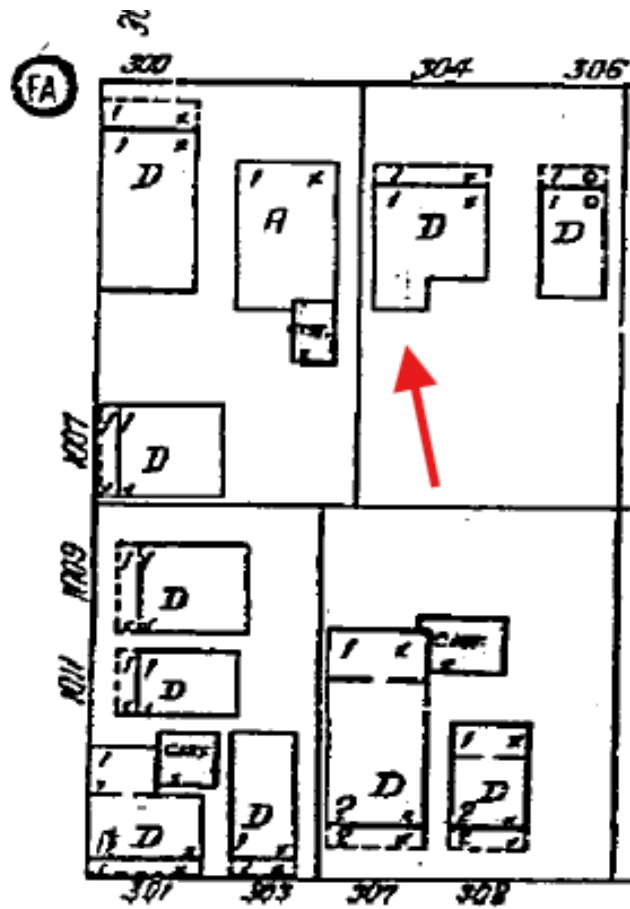


1962 Sanborn Map



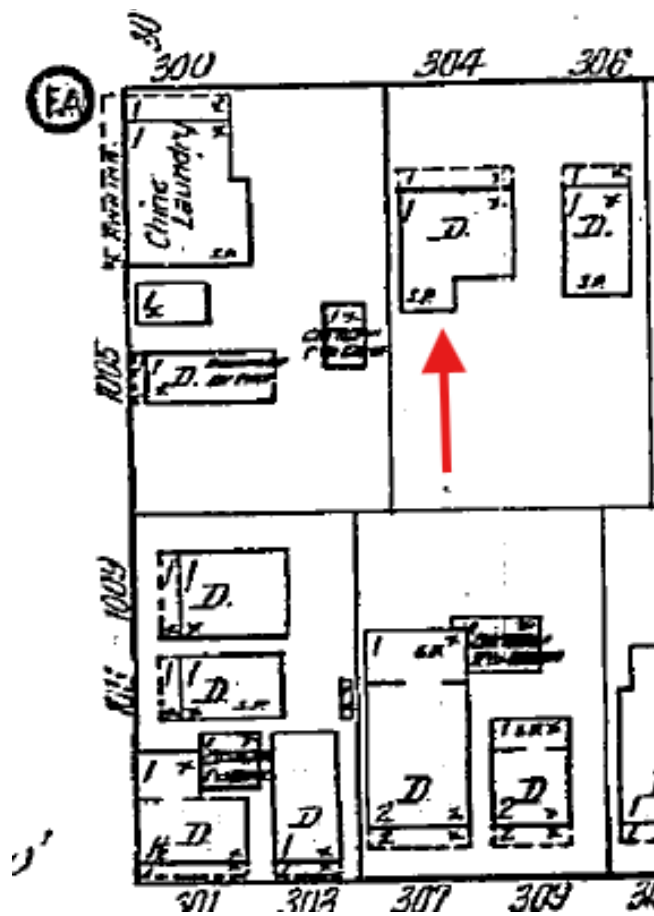






1926 Sanborn Map





1912 Sanborn Map







# PROJECT PHOTOS





Existing Front Elevation



**LITTLE RED ROOSTER**  
Your Vision • Our Passion





Existing wall at sidewalk to be demolished





East side of house (adjacent to 306 Truman)





Rear of house





Existing West Side of house





Existing West side of house





Front of house with 306 Truman



300 Truman



# SURVEY



MAP OF BOUNDARY SURVEY

PART OF TRACT 10  
WILLIAM A. WHITEHEAD'S MAP OF THE ISLAND OF KEY WEST DELINEATED, FEBRUARY A.D. 1829  
BETTER KNOWN AS  
A PART OF LOT 7, SQUARE 1, TRACT 10  
A DIAGRAM OF TRACT 10 DRAWN BY EDWARD. C. HOWE  
PLAT BOOK 1, PAGE 25  
KEY WEST, MONROE COUNTY, FLORIDA

ADDRESS:  
304 TRUMAN AVENUE  
KEY WEST, FLORIDA 33040

BEARING BASE:  
N55°42'51"E ALONG THE SOUTHEASTERLY RIGHT  
OF WAY LINE OF TRUMAN AVENUE ASSUMED

ALL ANGLES DEPICTED ARE 90 DEGREES UNLESS  
OTHERWISE INDICATED

ELEVATIONS SHOWN AS + x.xx'  
REFER TO NGVD 1929

BENCHMARK USED: NGS PID AA0018  
STAMPING: U 267 1966  
MARK LOGO: CGS  
ELEVATION: 11.63' NGVD 1929

NORTH  
ASSUMED FROM PLAT  
OR LEGAL DESCRIPTION  
SCALE: 1" = 20'

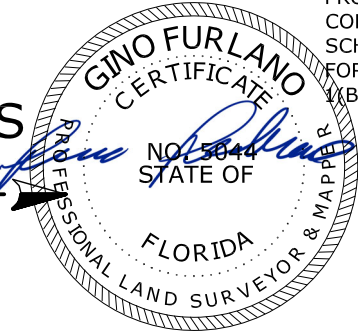
FLOOD ZONE DATA:  
COMMUNITY NUMBER:  
- 120168  
MAP NUMBER:  
- 12087C-1516K  
MAP DATE: 02/18/05  
REVISED EFFECTIVE DATE:  
02/18/05  
FLOOD ZONES:  
- X NO BASE FLOOD ELEVATION  
- AE BASE FLOOD ELEVATION: 6' NGVD 1929

LEGAL DESCRIPTION:  
On the Island of Key West, and known on Wm. A. Whitehead's map of said Island, delineated in February, A.D. 1829 as part of Tract Ten (10), but now better known as a part of Lot Seven (7) of Square One (1) of Tract Ten (10), according to a diagram of said Tract Ten (10) drawn by Edward C. Howe and recorded in Plat book 1, Page 25, of Monroe County, Florida, Public Records.

Commencing at a point on Division Street distant Northeasterly from the corner of Thomas and Division Streets Fifty (50) feet and Three (3) inches and running thence in a Northeasterly direction along Division Street Twenty-five (25) feet, more or less; thence at right angles in a Southeasterly direction Ninety-four (94) feet and Seven (7) inches; thence at right angles in a Southwesterly direction Twenty-five (25) feet, more or less; thence at right angles in a Northwesterly direction Ninety-four (94) feet and Seven (7) inches, back to Division Street the Place of Beginning.

- GENERAL NOTES:
- THIS SURVEY WAS PERFORMED FOR THE SOLE AND EXCLUSIVE BENEFIT OF THE PARTIES LISTED HEREIN AND SHALL NOT BE RELIED UPON BY ANY OTHER ENTITY OR INDIVIDUAL WHOMSOEVER. LIKEWISE, ANY REUSE OF THIS SURVEY FOR ANY PURPOSE OTHER THAN WHICH WAS ORIGINALLY INTENDED, WITHOUT THE WRITTEN PERMISSION OF THE UNDERSIGNED SURVEYOR & MAPPER, WILL BE DONE SO AT THE RISK OF THE REUSING PARTY AND WITHOUT ANY LIABILITY TO THE UNDERSIGNED SURVEYOR & MAPPER.
  - LEGAL DESCRIPTIONS HAVE BEEN FURNISHED BY THE CLIENT OR HIS/HER REPRESENTATIVE. PUBLIC RECORDS HAVE NOT BEEN RESEARCHED BY THE SURVEYOR TO DETERMINE THE ACCURACY OF THESE DESCRIPTIONS NOR HAVE ADJOINING PROPERTIES BEEN RESEARCHED TO DETERMINE OVERLAPS OR HIATUS.
  - THIS SURVEY DOES NOT PURPORT TO SHOW OWNERSHIP OF WALLS OR FENCES ALONG PROPERTY LINES.
  - ADDITIONS OR DELETIONS TO THIS SURVEY MAP BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
  - FOUNDATIONS BENEATH THE SURFACE ARE NOT SHOWN.
  - MEASURED DIMENSIONS EQUAL PLATTED OR DESCRIBED DIMENSIONS UNLESS INDICATED OTHERWISE.
  - UNITS OF MEASUREMENT ARE U.S. SURVEY FEET AND DECIMAL PARTS THEREOF.
  - THE EXPECTED USE OF THE PROPERTY IS RESIDENTIAL WITH AN ACCURACY STANDARD OF ONE FOOT IN 7,500 FEET. ACCURACY WAS VERIFIED THROUGH A REDUNDANCY OF MEASUREMENTS TO MEET OR EXCEED CLOSURE.
  - SYMBOLS SHOWN HEREON AND IN THE LEGEND MAY HAVE BEEN ENLARGED FOR CLARITY, THESE SYMBOLS HAVE BEEN PLOTTED AT THE CENTER OF THE FIELD LOCATION AND MAY NOT REPRESENT THE ACTUAL SHAPE OR SIZE OF THE FEATURE.

REECE & ASSOCIATES  
PROFESSIONAL SURVEYORS AND MAPPERS  
LICENSED BUSINESS (LB) NO. 7846  
31193 AVENUE A, BIG PINE KEY, FL. 33043  
OFFICE (305) 872 - 1348  
EMAIL: INFO@REECESURVEYING.COM



CERTIFIED TO:  
HOUSING AUTHORITY  
OF THE CITY OF KEY WEST

\*\* FLORIDA ADMINISTRATIVE CODE  
CHAPTER 5J-17.052 STANDARDS OF PRACTICE:  
SPECIFIC SURVEY, MAP, AND REPORT REQUIREMENTS.

2 BOUNDARY MONUMENTS:  
(B) 6. WHEN A CORNER FALLS IN A HARD SURFACE SUCH AS ASPHALT OR CONCRETE, ALTERNATE MONUMENTATIONS MAY BE USED THAT IS DURABLE AND IDENTIFIABLE. (EXAMPLES: FENCE POST, BLDG. CORNERS, ETC.)

ABBREVIATIONS:  
(C) = CALCULATED  
CL = CENTERLINE  
CGS = COAST AND GEODETIC SURVEY  
(D) = DEED  
(F) = FIELD  
FFE = FINISHED FLOOR ELEVATION  
(M) = MEASURED  
NGS = NATIONAL GEODETIC SURVEY  
NGVD = NATIONAL GEODETIC VERTICAL DATUM (1929)  
P = PLAT  
PID = PERMANENT IDENTIFIER  
R = RADIUS  
ROL = ROOF OVERHANG LINE  
SCO = SANITARY CLEAN-OUT  
WM = WATER METER

PLASTIC FENCE  
WOOD FENCE  
CHAIN LINK FENCE  
OVERHEAD WIRES

FIRE HYDRANT  
UTILITY POLE CONC.  
UTILITY POLE METAL  
UTILITY POLE WOOD

I HEREBY CERTIFY THAT THIS SURVEY WAS MADE UNDER MY RESPONSIBLE CHARGE AND MEETS THE STANDARDS OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES. THIS SURVEY, WHEN SCHEDULE B HAS BEEN PROVIDED MEETS THE PROVISIONS OF FLORIDA ENDORSEMENT FORM 9, SUBPARAGRAPH 1(B) 1(SETBACKS), 1(B)3(ENCROACHMENTS), & 1(B)4(EASEMENTS), SCHEDULE "B" HAS NOT BEEN PROVIDED.

NOT VALID WITHOUT THE  
ELECTRONIC SIGNATURE  
AND THE ORIGINAL  
ELECTRONIC SEAL OF A  
FLORIDA SURVEYOR AND  
MAPPER

GINO FURLANO  
PROFESSIONAL SURVEYOR AND MAPPER  
FLORIDA LICENSE NO. LS 5044

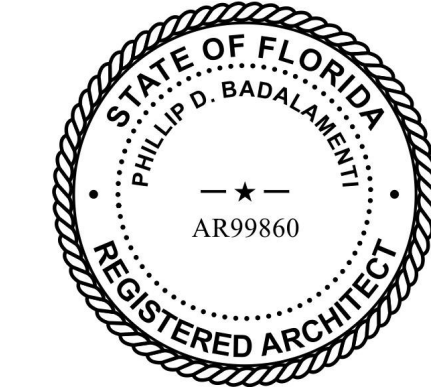
SCALE:	1"=20'
FIELD DATE:	08/28/25
REVISION DATE:	--/--/--
SHEETS:	1 OF 1
FIELD CREW:	GF/BH
DRAWN BY:	GF
CHECKED BY:	KB
INVOICE NO.:	25081901



# PROPOSED DESIGN



CONSULTANTS  
CIVIL ENGINEER:  
STRUCTURAL ENGINEER:  
MECH./PLUMBING ENGINEER:  
ELECTRICAL ENGINEER:



FL LIC. AR99860 exp. 2/28/2025

304 TRUMAN AVE  
KEY WEST, FL 33040  
**HABITAT FOR HUMANITY**  
OF KEY WEST AND LOWER FLORIDA KEYS

SHEET TITLE:  
**EXISTING  
CONDITIONS**

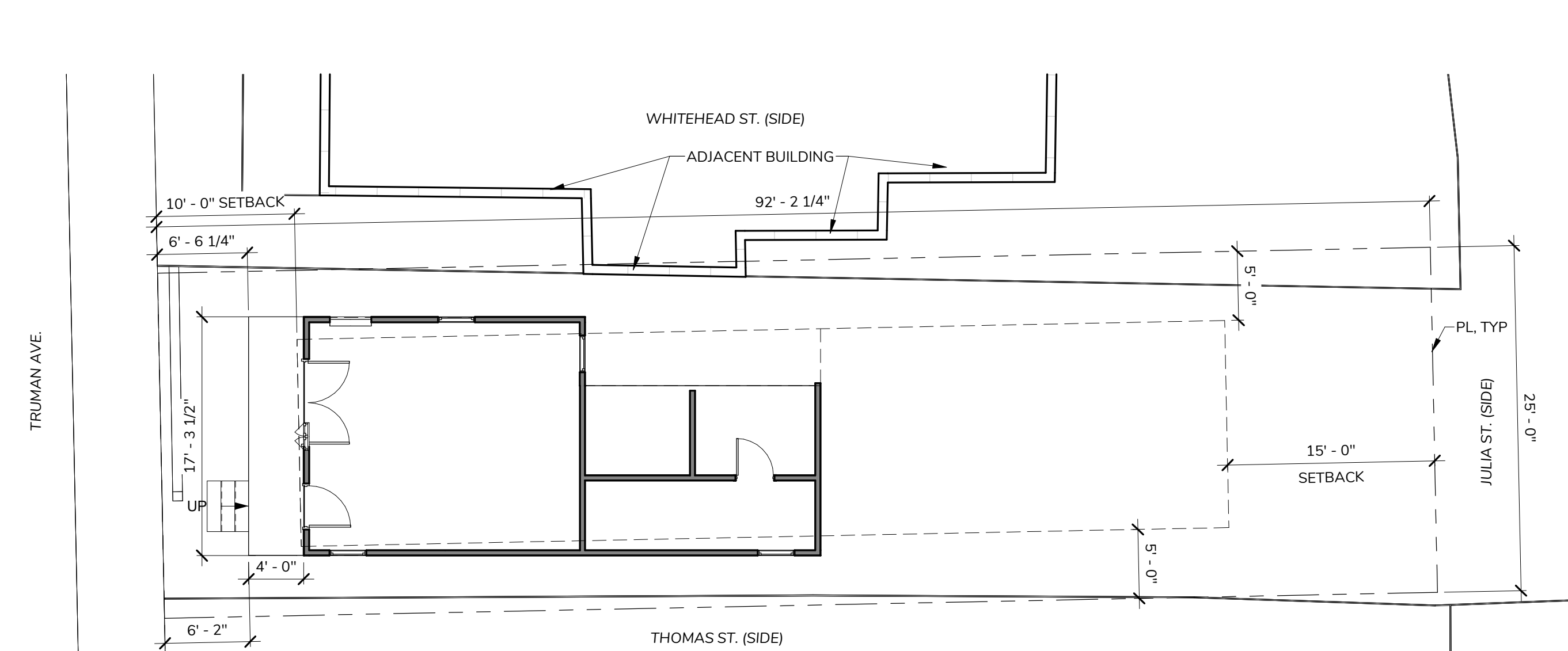
ORIGINAL SIZE: 24 x 36  
PROJECT NUMBER: 25010  
DRAWN BY: Designer  
CHECKED BY: Checker

CREATION DATE:	DATE
ISSUED FOR:	DATE:
PERMIT/BID	xx/xx/2024

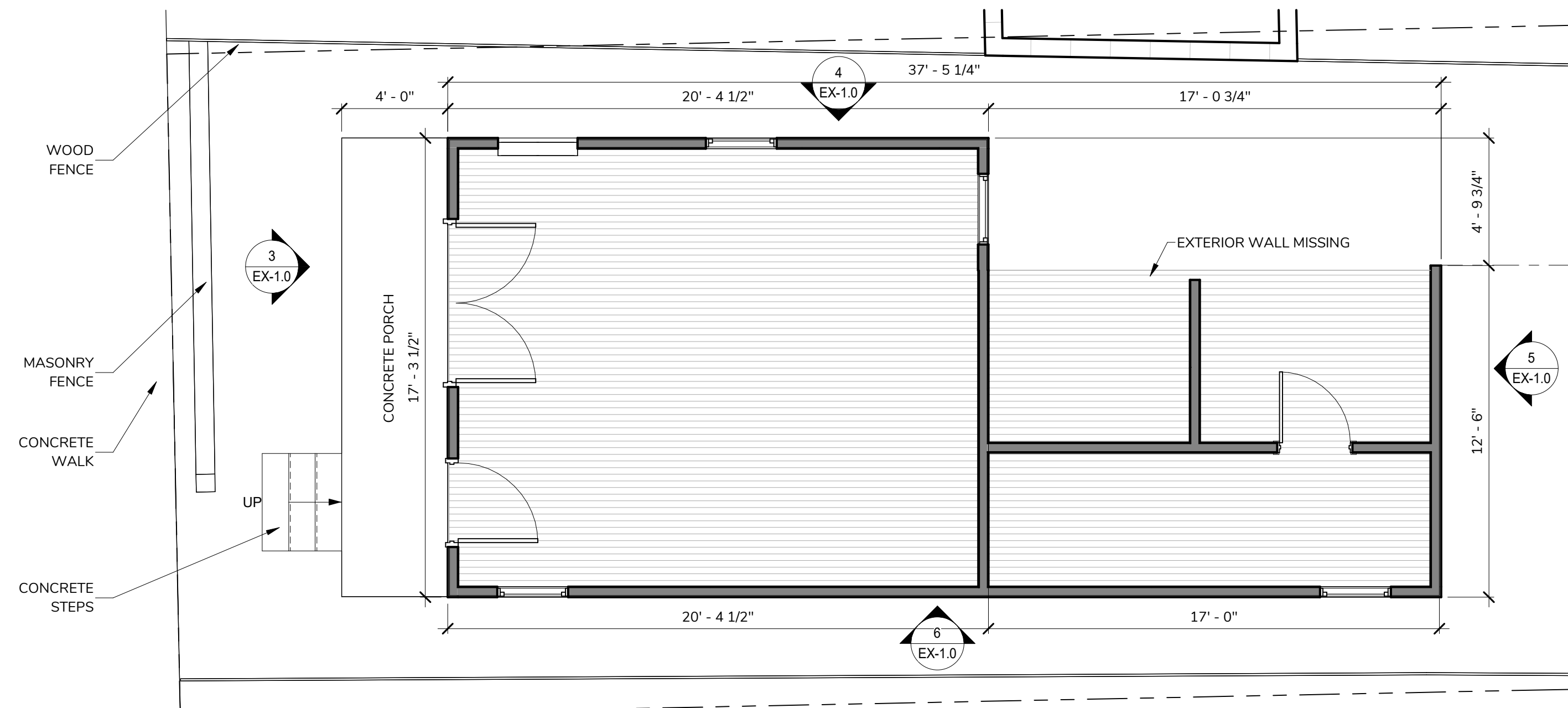
REVISION	DATE

SHEET NUMBER:  
**EX-1.0**

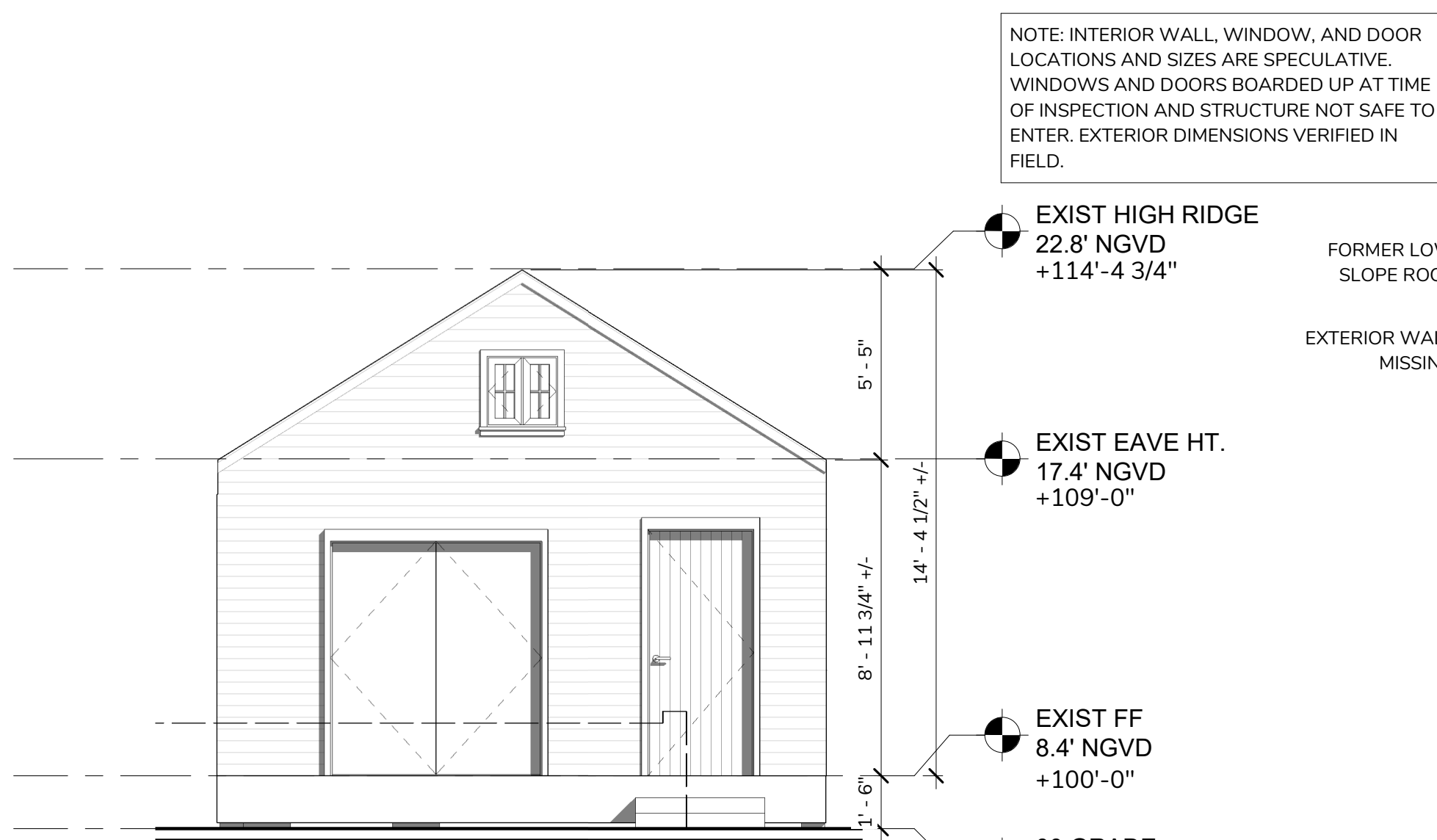
PLOTTED:  
10/6/2025 1:26:14 PM  
2023 LITTLE RED ROOSTER,LLC



**1 EXISTING SITE PLAN**  
SCALE: 1/8" = 1'-0"



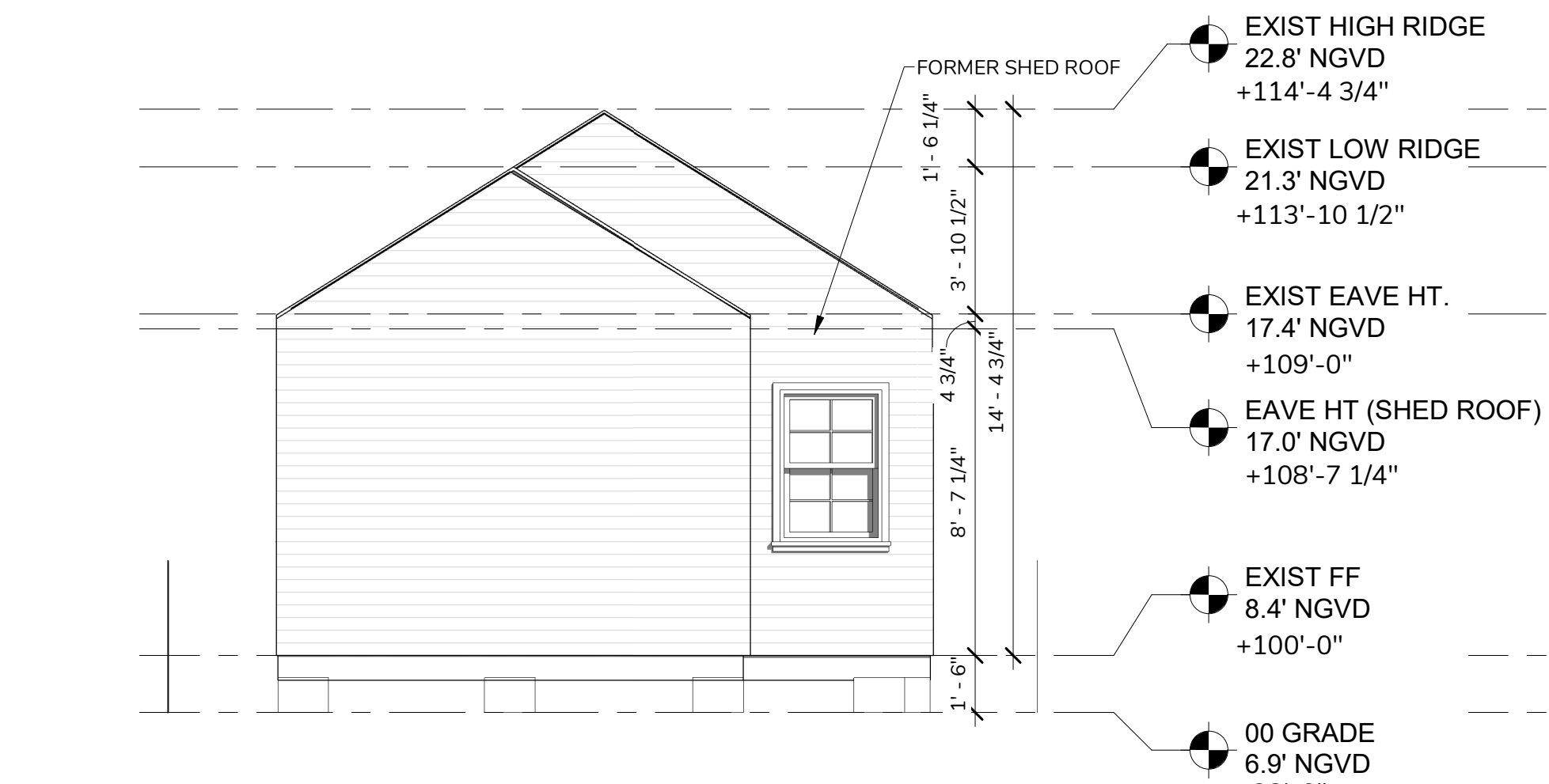
**2 FIRST FLOOR PLAN - EXISTING**  
SCALE: 1/4" = 1'-0"



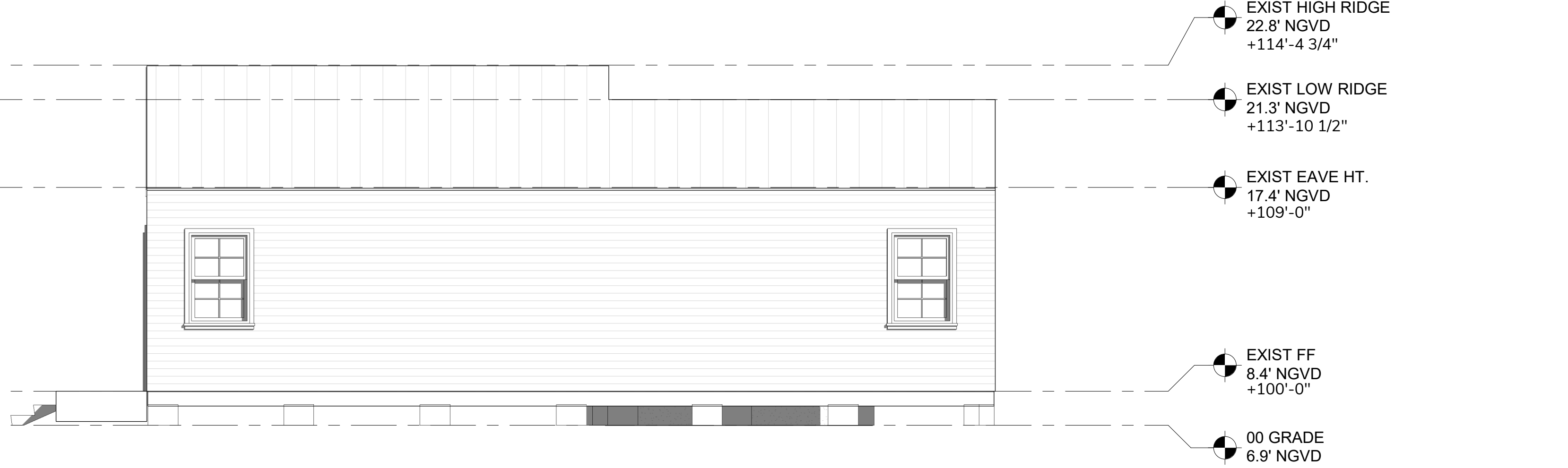
**3 NORTH (FRONT) ELEVATION - EXISTING**  
SCALE: 1/4" = 1'-0"



**4 EAST (SIDE) ELEVATION - EXISTING**  
SCALE: 1/4" = 1'-0"



**5 SOUTH (REAR) ELEVATION - EXISTING**  
SCALE: 1/4" = 1'-0"



**6 WEST (SIDE) ELEVATION - EXISTING**  
SCALE: 1/4" = 1'-0"



SITE/DESIGN DATA	
<b>SITE DATA</b>	
ZONING CLASSIFICATION: HISTORIC MEDIUM RESIDENTIAL DISTRICT (HMDR)	
HARC CONTRIBUTING BUILDING	
FLOOD ZONE:	X / AE 6
MAXIMUM F.A.R.:	1.0 (2,365 SF)
EXISTING F.A.R.:	0.24 (641 SF)
PROPOSED F.A.R.:	0.39 (1,024 SF)
MAXIMUM HEIGHT:	30'-0"
EXISTING HEIGHT:	15'-10 3/4"
PROPOSES HEIGHT:	16'-4 3/4"
MAXIMUM BUILDING COVERAGE:	40% (946)
EXISTING BUILDING COVERAGE:	729 SF (31%)
PROPOSED BUILDING COVERAGE:	1,111 SF (47%)

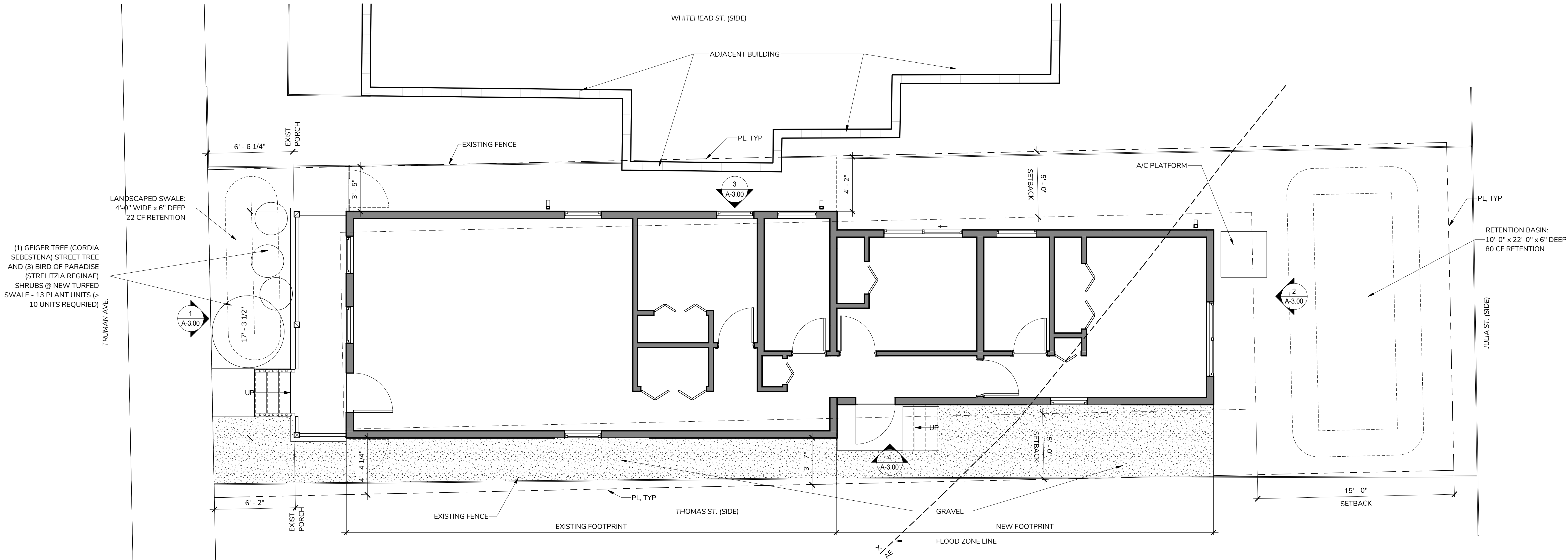
SITE/DESIGN DATA	
MINIMUM SETBACKS:	
FRONT YARD:	10'-0"
REAR YARD:	15'-0"
REAR ACCESSORY:	10'-0"
SIDE YARDS:	5'-0"
OPEN SPACE:	
PROPERTY AREA:	2,365 SF
MAX. IMPERVIOUS SURFACE (60%):	1,419 SF (60%)
EXISTING IMPERVIOUS AREA:	809 SF (34%)
PROPOSED IMPERVIOUS AREA:	1,231 SF (52%)
OPEN SPACE PROVIDED	1,134 SF (48%)

SITE/DESIGN DATA	
STORMWATER:	
PROPERTY AREA:	2,365 SF
RETENTION REQUIRED (1" OVER ENTIRE SITE AREA):	2,365 / 12 = 197 CF
50% OPEN SWALE REDUCTION:	98 CF REQUIRED
LANDSCAPED SWALE:	22 CF
RETENTION BASIN:	80 CF
TOTAL RETENTION PROVIDED:	102 CF

GENERAL SITE NOTES	
1.	LANDSCAPING SHOWN IS FOR REFERENCE. OWNER TO COORDINATE LANDSCAPING MATERIALS AND QUANTITIES WITH LANDSCAPING CONTRACTOR.
2.	REFER TO ELECTRICAL AND PLUMBING DRAWINGS FOR UTILITY CONNECTIONS
3.	G.C. TO CONNECT EXISTING UTILITIES TO NEW METER AND PANEL
4.	ALL SPOTS ELEVATION CORRESPOND TO FIRST FLOOR ELEVATION 0' - 0" AFF (+8.9' NGVD)
5.	EXISTING SITE HAS NO PROTECTED TREES AND NO TREES WITH CALIPER EXCEEDING 3" DIAMETER. REMOVE ALL EXISTING SITE VEGETATION AND PREP FOR NEW CONSTRUCTION AND SITE IMPROVEMENTS.
6.	ALL OPEN SITE AREAS INCLUDING RETENTION AREAS ARE TO BE PLANTED WITH GRASS EXCEPT AS NOTED ON PLAN.

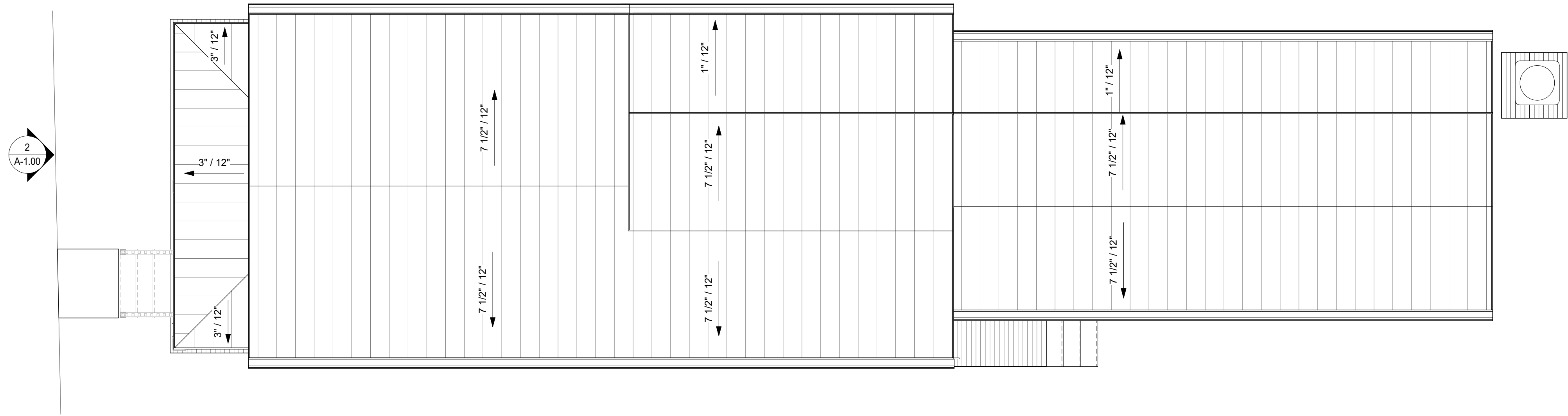


2 TRUMAN ST ELEVATION  
SCALE: 3/16" = 1'-0"

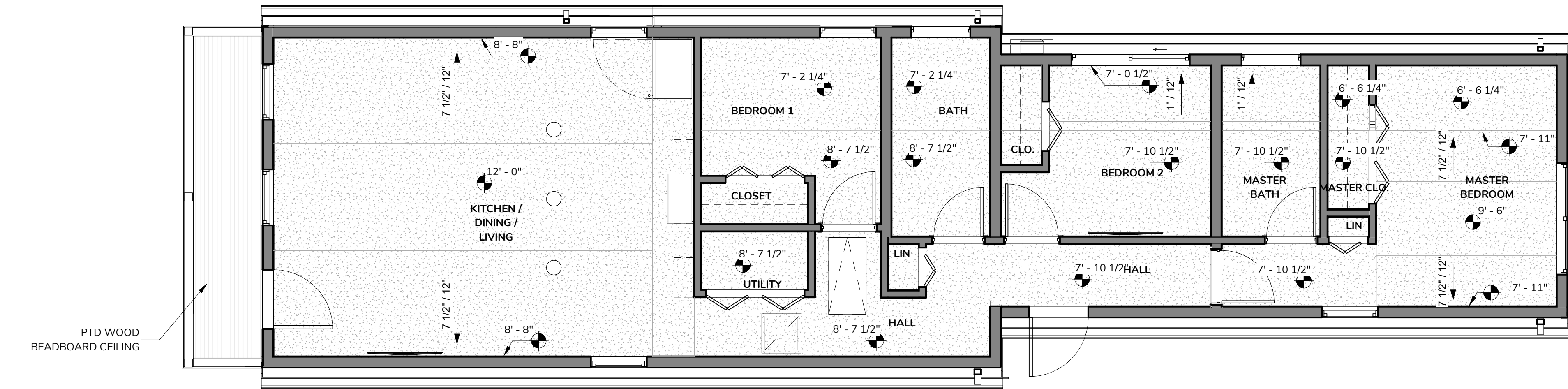


1 SITE PLAN  
SCALE: 1/4" = 1'-0"

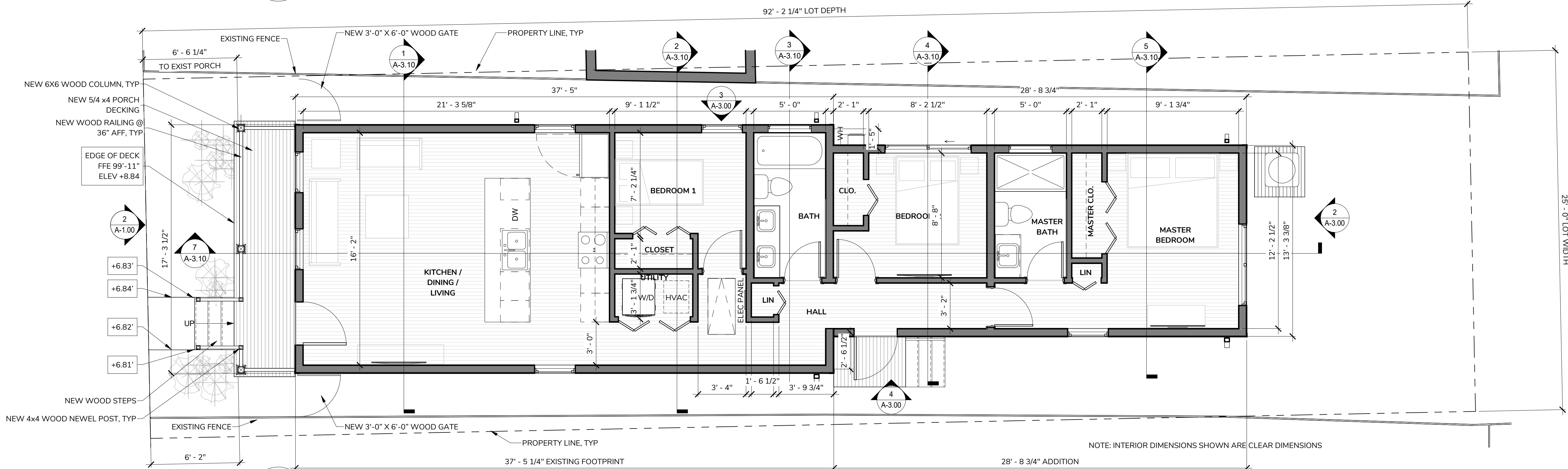




**3 ROOF PLAN**  
SCALE: 1/4" = 1'-0"



**2 REFLECTED CEILING PLAN**  
SCALE: 1/4" = 1'-0"



**1 FIRST FLOOR PLAN**  
SCALE: 1/4" = 1'-0"

## GENERAL FLOOR PLAN NOTES

1. ALL WALLS ARE TYPE 1, U.N.O
2. NEW STUCCO WITH EXTERIOR LATEX PAINT ON WEATHER BARRIER ON EXISTING CMY, TYPICAL
3. REFER TO WALL SECTIONS FOR EXTERIOR WALL ASSEMBLIES.
4. ALL DOORS ARE 4" FROM ADJACENT WALL OR CENTERED, U.N.O.
5. REFER TO STRUCTURAL FOR SHEATING AND COMPONENTS & CLADDING.
6. REFER TO ELEVATIONS FOR PRODUCT / MATERIAL INFORMATION

## PLAN LEGEND

- EXISTING WALL TO REMAIN
- NEW GYP. BD. WALL/REFER TO WALL TYPES
- REFER TO WALL TYPE SCHEDULE
- NEW DOOR. REFER TO DOOR SCHEDULE

NOTE: DIMENSIONS ARE FROM FACE OF FINISHED WALL TO FACE OF FINISHED WALL UNLESS OTHERWISE NOTED

## FLOOR PLAN CODED NOTES

Number	Note
--------	------

## WALL SCHEDULE

MARK	TYPE	DESCRIPTION	THICKNESS
	Lattice		
1	2x4 WD STUD W/ GWB EA. SIDE	2x4" WD STUD WITH 5/8" GWB EA. SIDE, STUD SPACING @ 16" O.C.	4 1/2"
2	<varies>	2x4" WD STUD WITH 5/8" GYP. BD. ON ONE SIDES, STUD SPACING @ 16" O.C.	<varies>
3	2x6 STUD WALL W/ GWB, EA SIDE	2x6" WD STUD WITH 5/8" GWB EA. SIDE, STUD SPACING @ 16" O.C.	6 1/2"



**LITTLE RED ROOSTER**

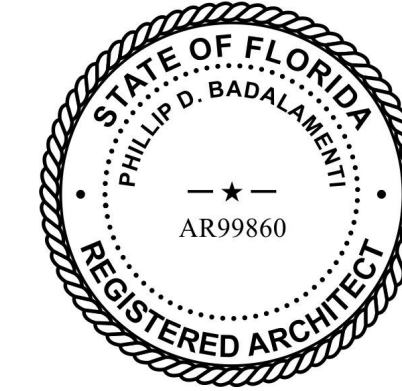
Your Vision • Our Passion

25 Ships Way  
Big Pine, FL 33043  
(305) 509 - 7932

www.LilRedRooster.com

## CONSULTANTS

CIVIL ENGINEER:  
STRUCTURAL ENGINEER:  
MECH. / PLUMBING ENGINEER:  
ELECTRICAL ENGINEER:



FL LIC. AR99860 exp. 2/28/2025

**304 TRUMAN AVE**

KEY WEST, FL 33040

**HABITAT FOR HUMANITY**

OF KEY WEST AND LOWER FLORIDA KEYS

SHEET TITLE:

**FLOOR ,CEILING, AND  
ROOF PLANS**

ORIGINAL SIZE: **24 x 36** PROJECT NUMBER: **25010**

DRAWN BY: **PDB** CHECKED BY: **PDB**

CREATION DATE: DATE

ISSUED FOR: DATE: xx/xx/2024

PERMIT/BID	

REVISION DATE


SHEET NUMBER:

**A-2.00**

PLOTTED:  
9/26/2025 3:25:43 AM  
2023 LITTLE RED ROOSTER,LLC





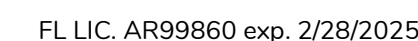
Your Vision • Our Passion

25 Ships Way  
Big Pine, FL 33043  
(305) 509 - 7932

www.LilRedRooster.com

## CONSULTANTS

CIVIL ENGINEER:  
STRUCTURAL ENGINEER:  
MECH. / PLUMBING ENGINEER:  
ELECTRICAL ENGINEER:



304 TRUMAN AVE  
KEY WEST, FL 33040

SHEET TITLE

## EXTERIOR ELEVATIONS

ORIGINAL SIZE: PROJECT NUMBER:  
24 x 36 25010

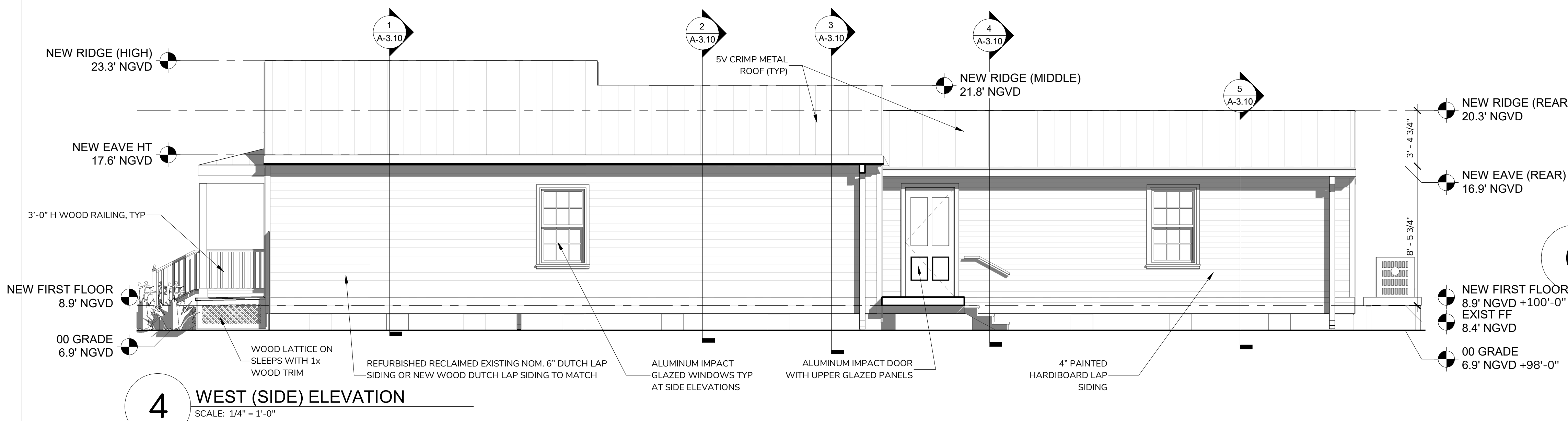
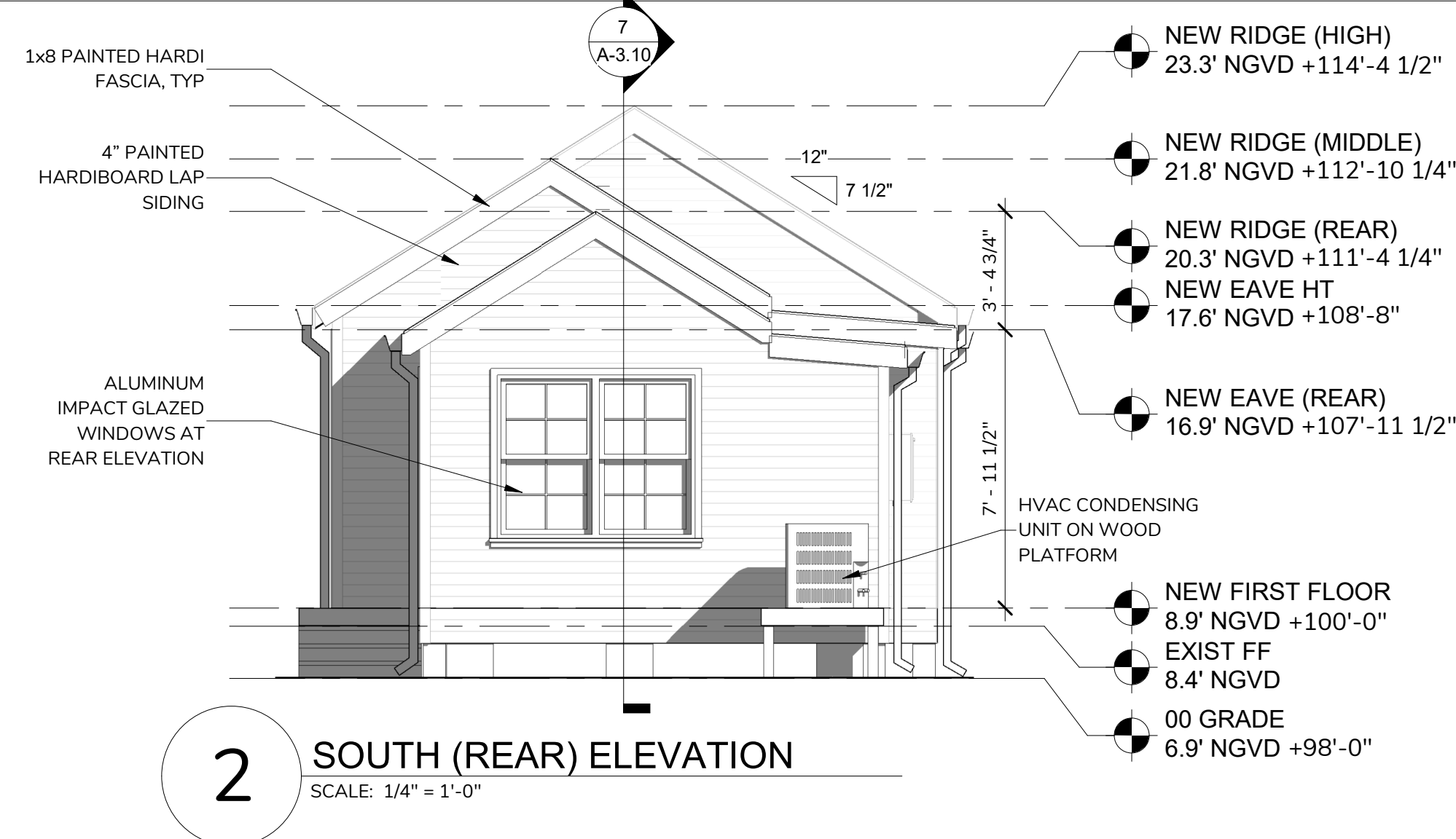
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CHECKED BY: PDB

[illegible]

SHEET NUMBER:

**A-3.00**

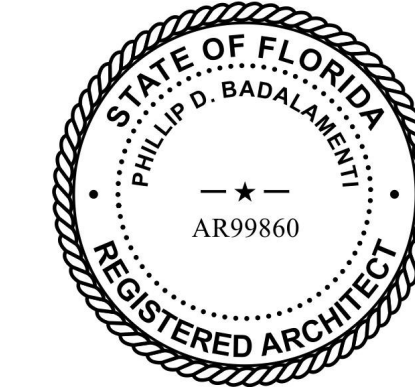
PLOTTED:  
 9/26/2025 3:35:46 AM  
 2023 LITTLE RED ROOSTER,LLC



7 REAR EXTERIOR VIEW 2  
SCALE: 12" = 1'-0"



CONSULTANTS  
CIVIL ENGINEER:  
STRUCTURAL ENGINEER:  
MECH./PLUMBING ENGINEER:  
ELECTRICAL ENGINEER:



FL LIC. AR99860 exp. 2/28/2025

304 TRUMAN AVE  
KEY WEST, FL 33040  
**HABITAT FOR HUMANITY**  
OF KEY WEST AND LOWER FLORIDA KEYS

SHEET TITLE:  
BUILDING SECTIONS

ORIGINAL SIZE: 24 x 36  
PROJECT NUMBER: 25010  
DRAWN BY: PDB  
CHECKED BY: PDB

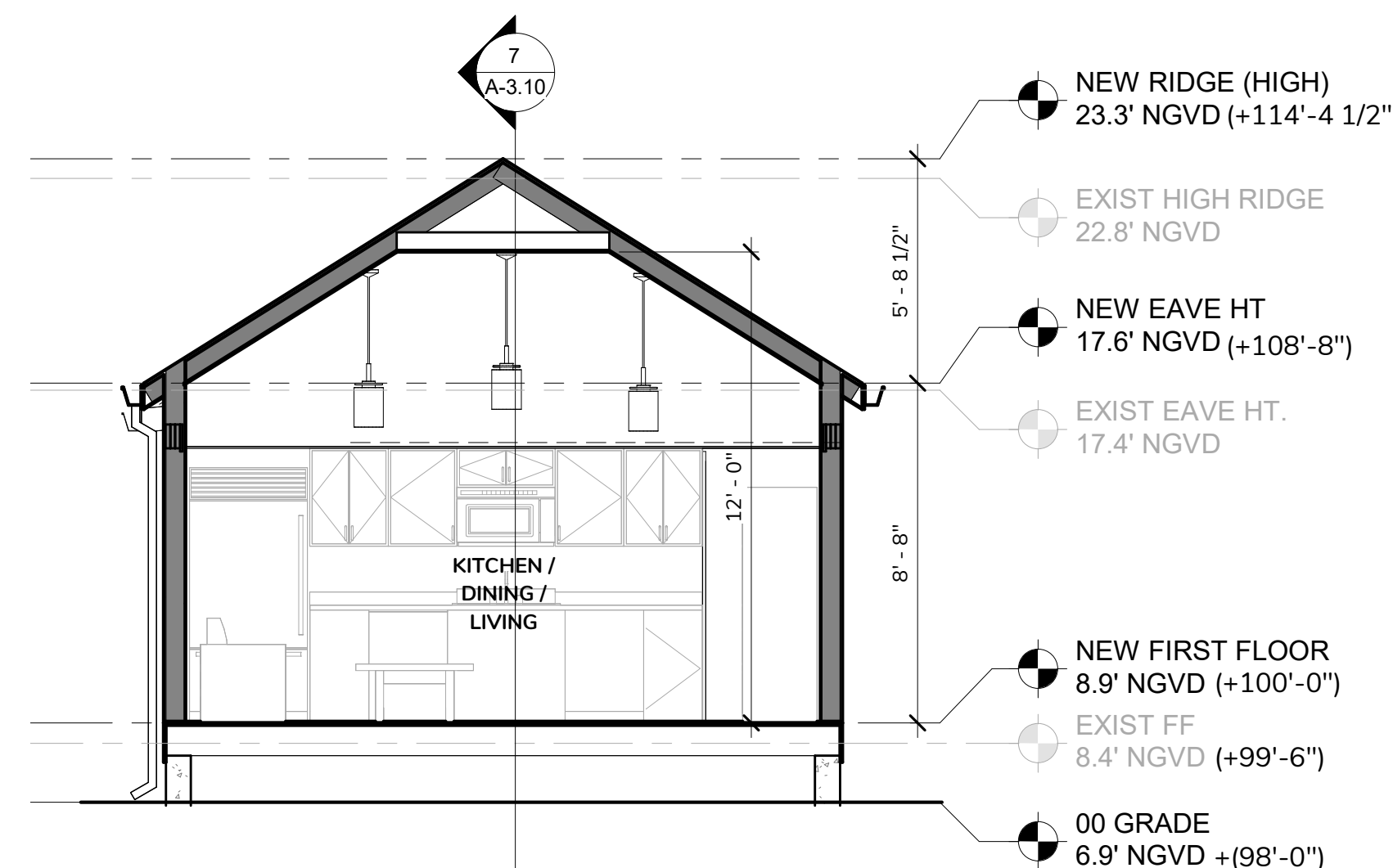
CREATION DATE:	DATE
ISSUED FOR:	DATE:
PERMIT/BID	xx/xx/2024

REVISION	DATE

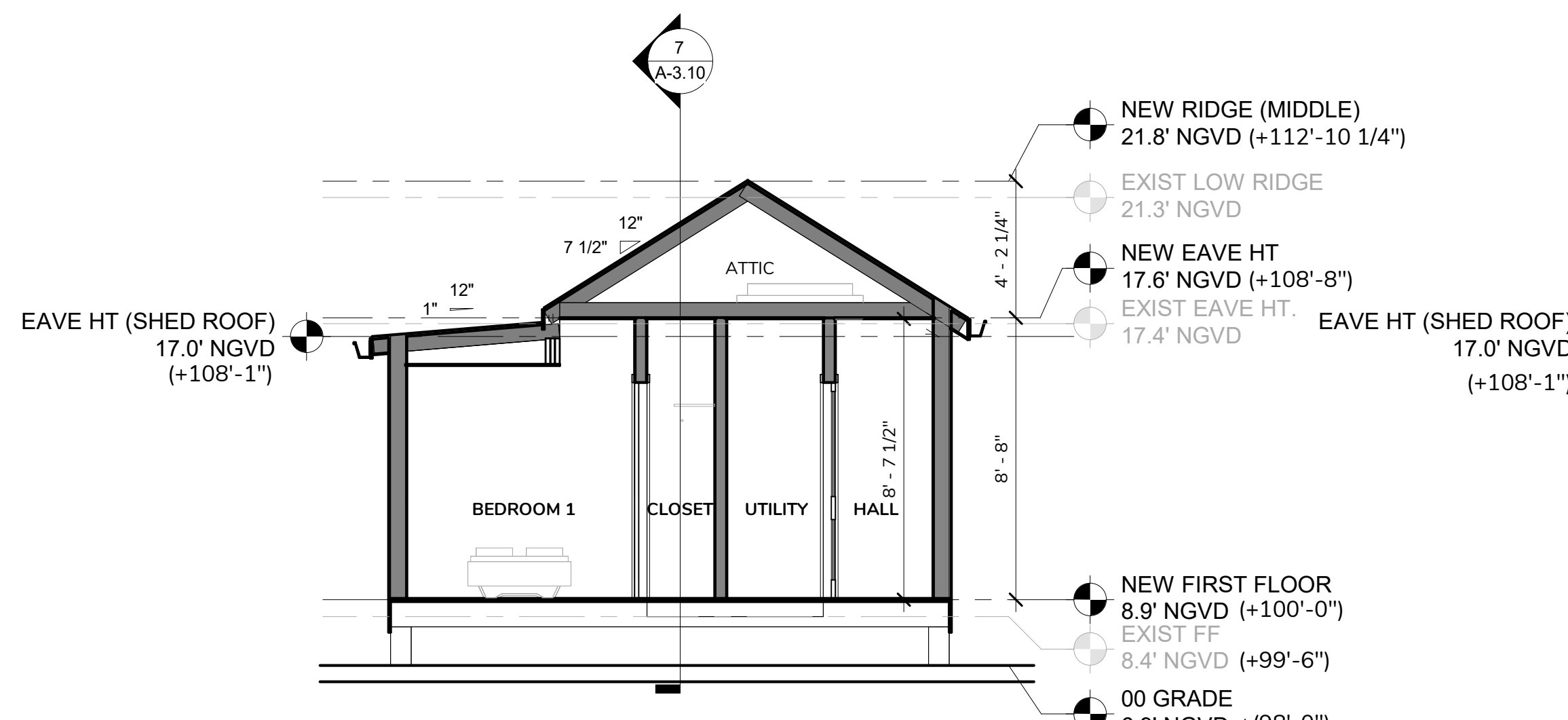
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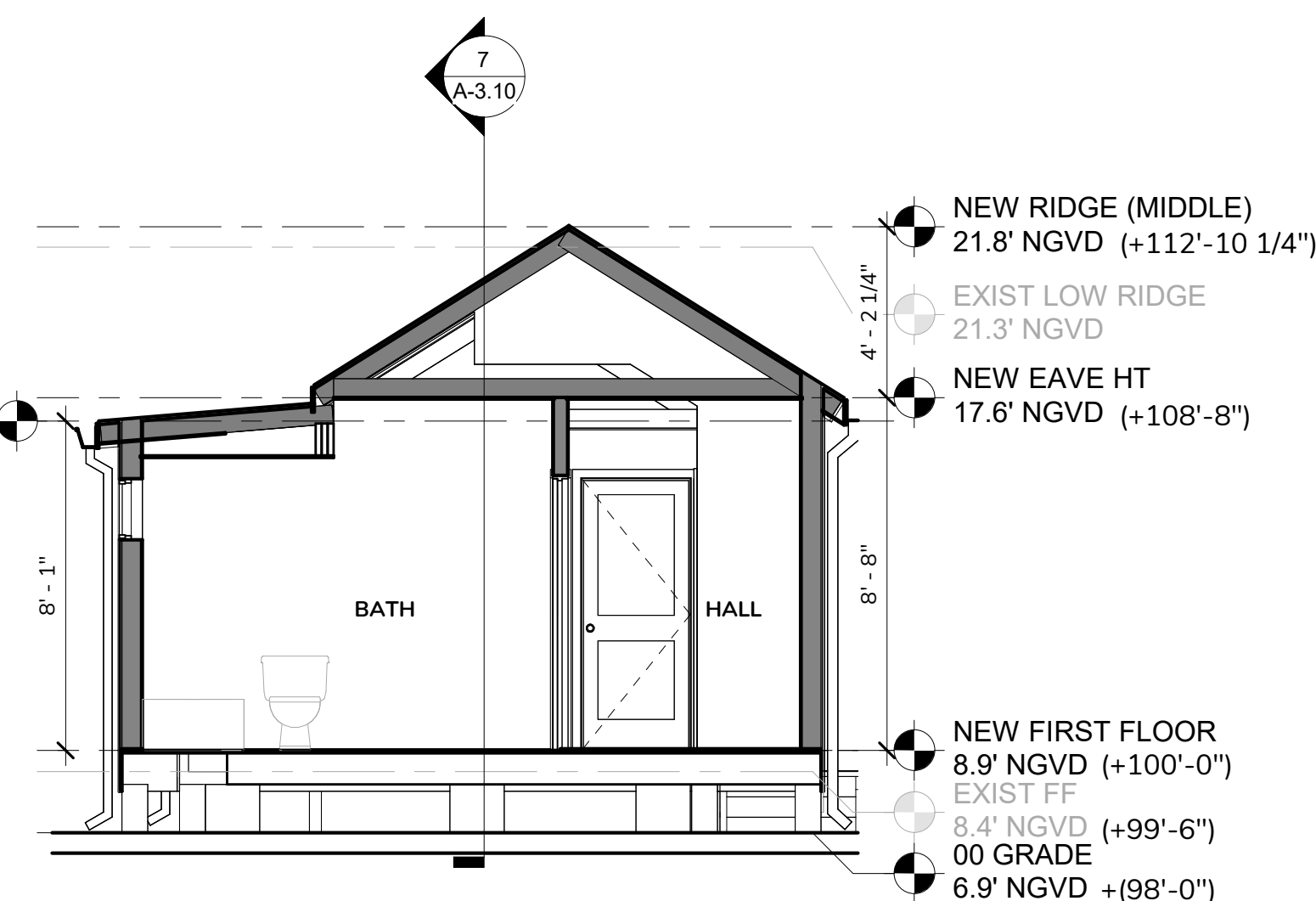
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2023 LITTLE RED ROOSTER,LLC



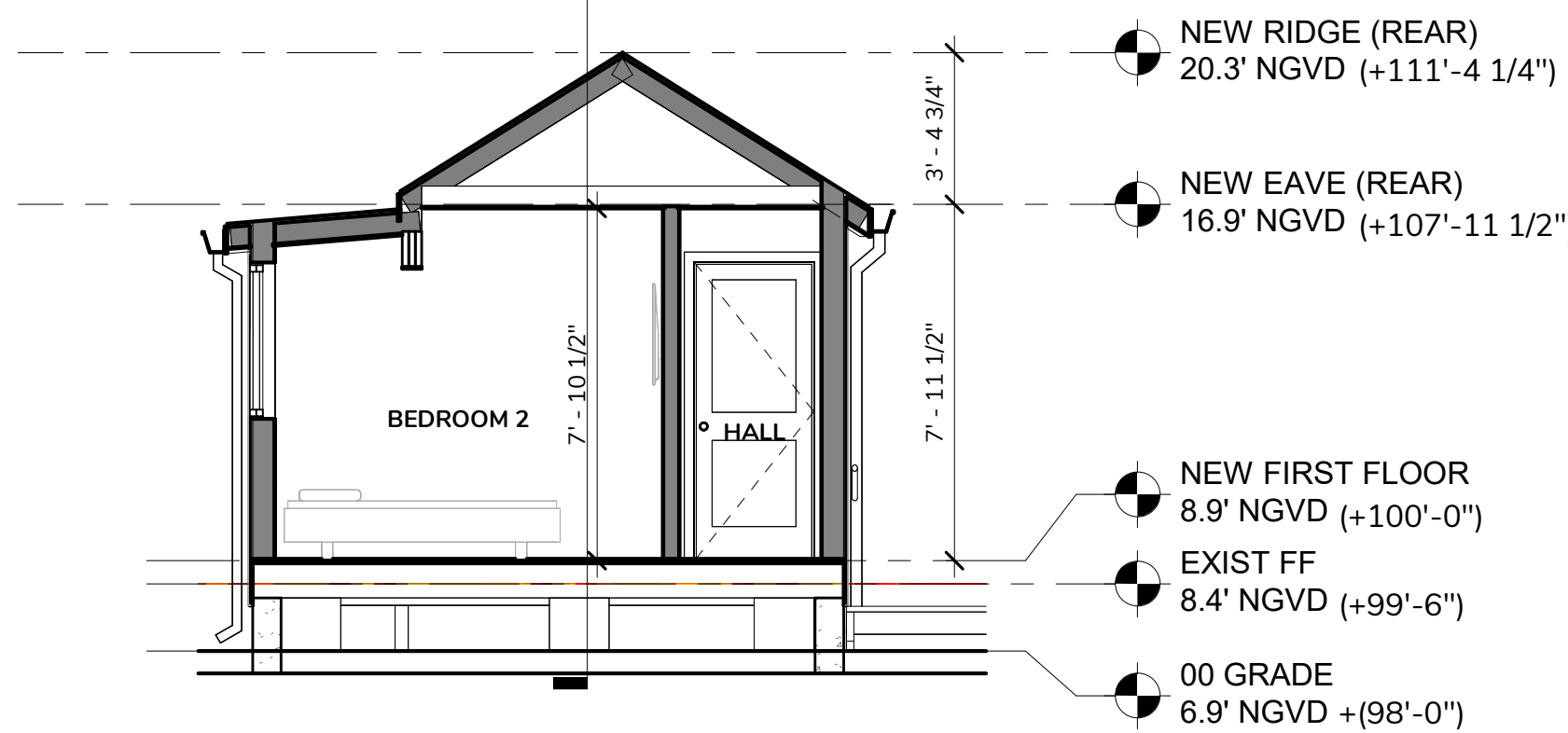
**1** TRANSVERSE SECTION AT LIVING/KITCHEN AREA  
SCALE: 1/4" = 1'-0"



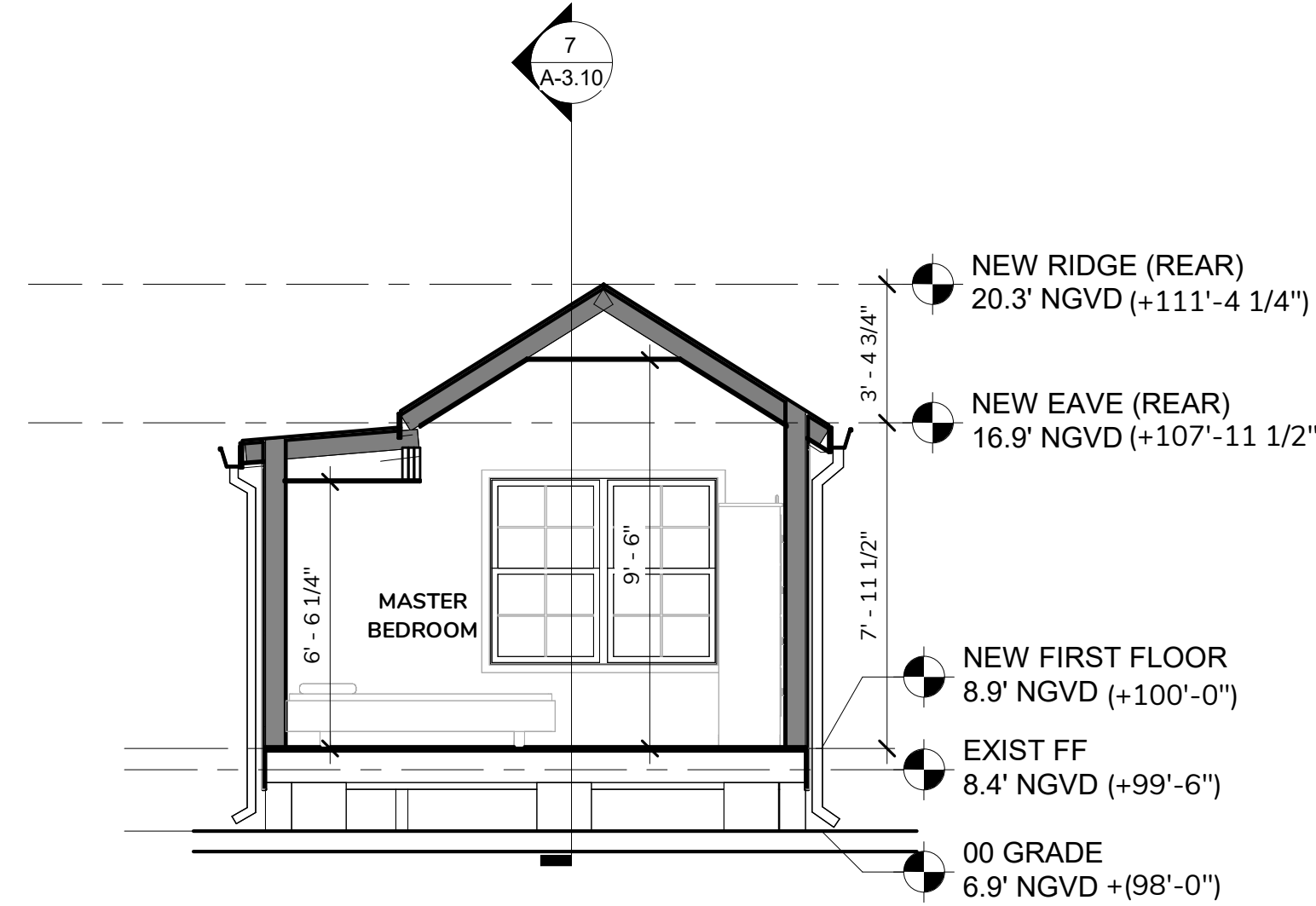
**2** TRANSVERSE SECTION AT BEDROOM 1  
SCALE: 1/4" = 1'-0"



**3** TRANSVERSE SECTION AT BATHROOM  
SCALE: 1/4" = 1'-0"



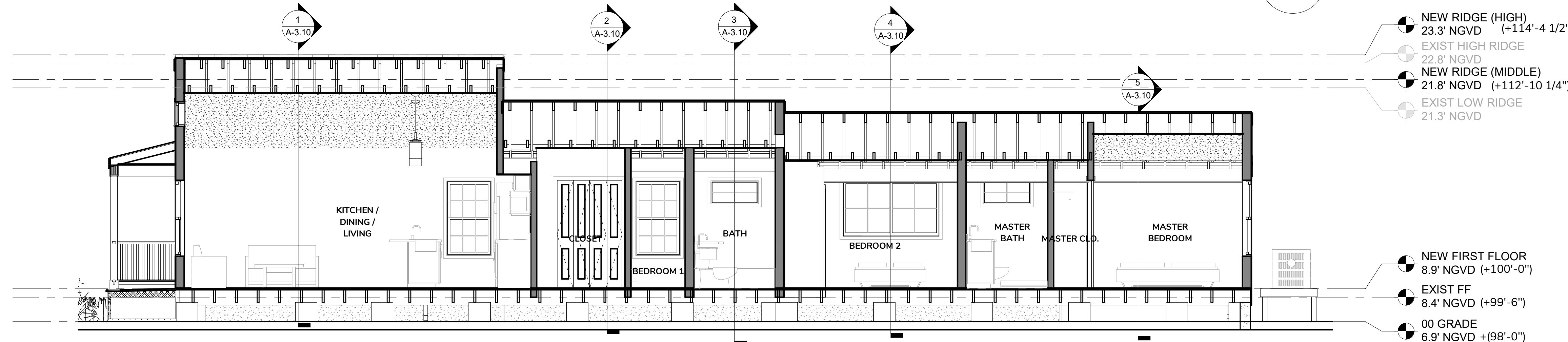
**4** TRANSVERSE SECTION AT BEDROOM 2  
SCALE: 1/4" = 1'-0"



**5** TRANSVERSE SECTION AT MASTER BEDROOM  
SCALE: 1/4" = 1'-0"



**6** KITCHEN VIEW  
SCALE: 12" = 1'-0"



**7** LONGITUDINAL SECTION  
SCALE: 1/4" = 1'-0"



# NOTICING



# HARC POSTING AFFIDAVIT

STATE OF FLORIDA:  
COUNTY OF MONROE:

BEFORE ME, the undersigned authority, personally appeared Kristina Welburn, 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: 304 Truman Ave Key West, FL on the 17 day of January, 2026.

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 January 27, 2026.

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 C2025-0101

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

Signed Name of Affiant:

Kristina Welburn

Date: 1/20/26

Address: 2828 Seidenberg Dr

City: Key West, FL

State, Zip: FL 33040

The forgoing instrument was acknowledged before me on this 20 day of Jan, 2026.

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

NOTARY PUBLIC

Sign Name: Terry O'Dell

Print Name: Terry O'Dell

Notary Public - State of Florida (seal)

My Commission Expires: April 7, 2026





# Public Meeting Notice

The Historic Architectural Review Commission will hold a public meeting at 5:00 p.m. January 27, 2026, at City Hall, 1300 White Street, Key West, Florida. The purpose of the hearing will be to consider a request for:

**RENOVATIONS TO ALTERED CONTRIBUTING STRUCTURE.**  
**ELEVATION OF STRUCTURE BY 6". NEW REAR ADDITION,**  
**REBUILDING FRONT PORCH, AND SITE IMPROVEMENTS.**  
**DEMOLITION OF REMAINING DETERIORATED WALL.**

**#304 TRUMAN AVENUE**

**Applicant –Habitat for Humanity Application #C2025-0101**

If you wish to see the application or have any questions, you may visit the Growth Management Division during regular office hours at 1300 White Street, call 305-809-3973 or visit our website at [www.cityofkeywest-fl.gov](http://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.











# 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** 00025580-000000  
**Account#** 1026352  
**Property ID** 1026352  
**Millage Group** 11KW  
**Location Address** 304 TRUMAN Ave, KEY WEST  
**Legal Description** KW PB1-25-40 PT LOT 7 SQR 1 TR 10 G12-457 OR37-110/11 OR1013-97/98 OR1772-260/63 OR2345-87 OR2329-1885 OR2374-793/94 OR2374-795/98 OR2539-1378/79 OR2547-2301/03  
*(Note: Not to be used on legal documents.)*  
**Neighborhood** 6021  
**Property Class** MUNICIPAL (8900)  
**Subdivision** Tracts 10 and 15  
**Sec/Twp/Rng** 06/68/25  
**Affordable Housing** Yes



### Owner

[HOUSING AUTHORITY OF THE CITY OF KEY WEST](#)  
 1400 Kennedy Dr  
 Key West FL 33040

### Valuation

	2025 Certified Values	2024 Certified Values	2023 Certified Values	2022 Certified Values
+ Market Improvement Value	\$14,299	\$14,299	\$14,299	\$14,299
+ Market Misc Value	\$317	\$317	\$317	\$317
+ Market Land Value	\$292,405	\$292,405	\$292,405	\$292,405
= Just Market Value	\$307,021	\$307,021	\$307,021	\$307,021
= Total Assessed Value	\$307,021	\$307,021	\$307,021	\$307,021
- School Exempt Value	(\$307,021)	(\$307,021)	(\$307,021)	(\$307,021)
= School Taxable Value	\$0	\$0	\$0	\$0



## Historical Assessments

Year	Land Value	Building Value	Yard Item Value	Just (Market) Value	Assessed Value	Exempt Value	Taxable Value	Maximum Portability
2024	\$292,405	\$14,299	\$317	\$307,021	\$307,021	\$307,021	\$0	\$0
2023	\$292,405	\$14,299	\$317	\$307,021	\$307,021	\$307,021	\$0	\$0
2022	\$292,405	\$14,299	\$317	\$307,021	\$307,021	\$307,021	\$0	\$0
2021	\$292,405	\$14,299	\$317	\$307,021	\$296,972	\$307,021	\$0	\$0
2020	\$292,405	\$14,299	\$317	\$307,021	\$269,975	\$307,021	\$0	\$0
2019	\$292,405	\$14,299	\$317	\$307,021	\$245,432	\$307,021	\$0	\$0
2018	\$292,405	\$14,299	\$317	\$307,021	\$223,120	\$307,021	\$0	\$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)	2,365.00	Square Foot	24.7	94.4

## Buildings

**Building ID** 1989  
**Style** 1 STORY ELEV FOUNDATION  
**Building Type** S.F.R. - R1 / R1  
**Building Name**  
**Gross Sq Ft** 901  
**Finished Sq Ft** 876  
**Stories** 1 Floor  
**Condition** POOR  
**Perimeter** 140  
**Functional Obs** 99  
**Economic Obs** 1  
**Depreciation %** 90  
**Interior Walls** WALL BD/WD WAL

**Exterior Walls** WD FRAME  
**Year Built** 1923  
**EffectiveYearBuilt** 1923  
**Foundation** WD CONC PADS  
**Roof Type** GABLE/HIP  
**Roof Coverage** MIN/PAINT CONC  
**Flooring Type** SFT/HD WD  
**Heating Type** NONE with 0% NONE  
**Bedrooms** 2  
**Full Bathrooms** 1  
**Half Bathrooms** 0  
**Grade** 350  
**Number of Fire Pl** 0

Code	Description	Sketch Area	Finished Area	Perimeter
FLA	FLOOR LIV AREA	876	876	0
OPF	OP PRCH FIN LL	25	0	0
<b>TOTAL</b>		<b>901</b>	<b>876</b>	<b>0</b>

## Yard Items

Description	Year Built	Roll Year	Size	Quantity	Units	Grade
FENCES	1960	1961	3 x 22	1	66 SF	4

## Sales

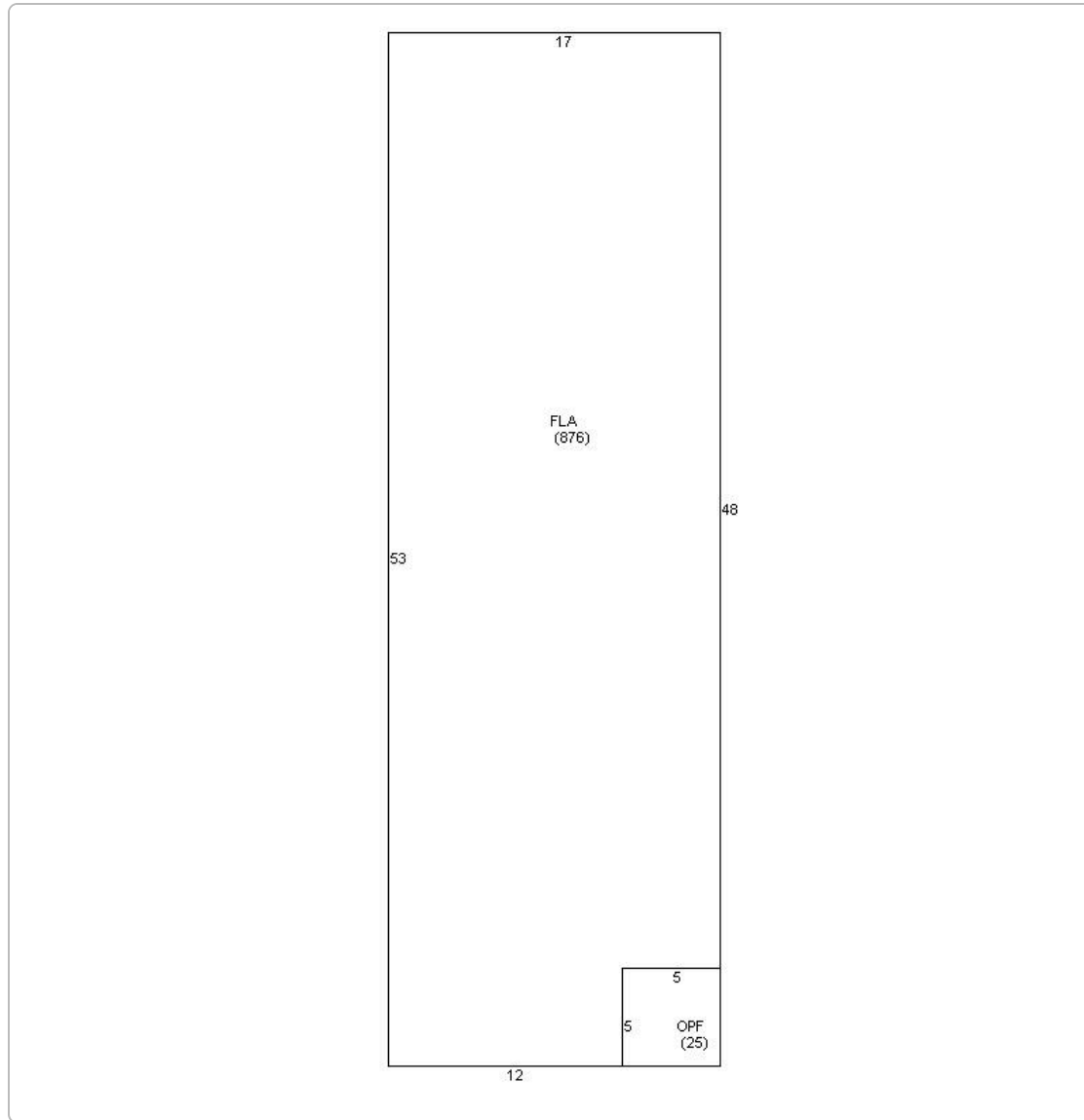
Sale Date	Sale Price	Instrument	Instrument Number	Deed Book	Deed Page	Sale Qualification	Vacant or Improved	Grantor	Grantee
10/21/2011	\$0	Warranty Deed		2547	2301	11 - Unqualified	Improved		
10/21/2011	\$160,000	Warranty Deed		2539	1378	18 - Unqualified	Improved		
7/31/2008	\$275,000	Warranty Deed		2374	793	G - Unqualified	Improved		

## View Tax Info

[View Taxes for this Parcel](#)

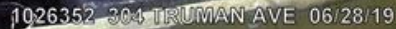
## Sketches (click to enlarge)





Photos





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[| User Privacy Policy](#) | [| GDPR Privacy Notice](#)  
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**SCHNEIDER**  
GEOSPATIAL