



# 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, February 24, 2026

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 - 5:00 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
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- 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
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- 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.