

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF KEY WEST,
FLORIDA, TO AMEND THE HISTORIC
ARCHITECTURAL REVIEW COMMISSION
GUIDELINES FOR ROOFING, SPECIFICALLY
SECTION VI (C.) ROOFING, AS
REFERENCED IN CHAPTER 90
(ADMINISTRATION), ARTICLE II, DIVISION 4
- HISTORIC ARCHITECTURAL REVIEW
COMMISSION OF THE CITY OF KEY WEST LAND
DEVELOPMENT REGULATIONS; PROVIDING FOR
SEVERABILITY; PROVIDING FOR REPEAL OF
INCONSISTENT PROVISIONS; PROVIDING FOR
AN EFFECTIVE DATE.

WHEREAS, the Historic Architectural Review Commission
initiated the proposed amendments to update the Historic
Architectural Guidelines relevant to roofing; and

WHEREAS, the Historic Architectural Review Commission
finds that roofing guidelines shall include specific language
pertaining to certain non-historic commercial or governmental
buildings, as the Commission has previously addressed projects
involving standing seam roofing; and

WHEREAS, amendments to the Historic Architectural
Guidelines are initiated by the HARC from time to time to
better preserve the character and appearance of the historic
preservation districts and other designated historic sites or
resources; and

WHEREAS, Section 90-142 of the Land Development Regulations incorporates the Historic Architectural Guidelines by reference; and

WHEREAS, amendments to the Historic Architectural Guidelines must follow the same procedural requirements as amendments to the Land Development Regulations as specified in Sections 90-516 - through 90-524 of the Code of Ordinances; and

WHEREAS, the City's Comprehensive Plan, includes under the Historic Preservation element Policy 1A-1.2.1: HARC Guidelines, the City and HARC shall continue to protect all historically significant structures and historic districts by periodically updating the HARC Guidelines; and

WHEREAS, the Historic Architectural Review Commission finds that strengthening the Historic Architectural Guidelines with new materials that can be appropriate for certain buildings, will benefit the public and the preservation of the character of the historic district and its streetscapes; and

WHEREAS, the Historic Architectural Review Commission held a noticed public hearing on October 22, 2024, where they approved the proposed text amendments; and

WHEREAS, the planning board held a noticed public hearing on January 16, 2025, where based on the consideration of recommendations by the Historic Architectural Review Commission, their staff, and planning director recommended approval of the proposed amendments; and

WHEREAS, the City determined that the proposed amendments to the Historic Architectural Guidelines, specifically for roofing, are consistent with the Comprehensive Plan; in conformance with all applicable requirements of the Code of Ordinances; are stimulated by changed conditions after the effective date of the existing regulation; will promote land use compatibility; will not result in additional demand on public facilities; will have no impact on the natural environment; will not negatively impact property values or the general welfare; will result in more orderly and compatible land use patterns; and are in the public interest.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COMISSION OF
KEY WEST, FLORIDA, AS FOLLOWS:**

Section 1. Chapter VI entitled Design Guidelines in Key West's Historic District, section (C) roofing, of the Historic Architectural Guidelines dated May 14, 2002, are amended as follows:

ROOFING

Many historic structures in Key West have metal shingle roofing. Other common roofing materials include metal V-crimp, and conventional asphalt shingles. Roof replacements should be done on an in-kind basis, with the new roof matching the materials used previously, unless HARC believes the replacement material to be more suitable than the existing roofing material. Roof form and secondary features such as dormers, chimneys, and other details are important in defining the architectural style of the building.

1. Historical roofing materials such as metal shingles should be preserved when possible. If replacement is necessary, similar metal shingles must be used, not inappropriate

[*Coding: Added language is underlined; deleted language is ~~struck through~~.]

roofing materials such as V-crimp metal. If a roof can be shown to have been made of another material such as wood shingles or slate, it may be replaced with that material. V-crimp roofs may be replaced with metal shingles.

2. Conventional modern roofing materials such as asphalt shingles, V-crimp, or composition roofing may be used on non-contributing structures, provided that they do not detract from the characteristics of nearby historic properties.

3. Roofing materials and forms used in new construction must be visually compatible with the existing historical and architectural context of the streetscape and neighborhood.

4. The form and configuration of a roof must not be altered in pitch, design, materials or shape unless the resulting changes would return the roof to a verifiable and appropriate historical form. Original features such as scuttles, chimneys and roof porches should not be removed or altered.

5. The public view of the roofline should not be altered by the addition of new features such as dormers, scuttles, vents or skylights. Such features may be allowed on roof surfaces not visible from a public right-of-way.

6. Fascia, soffit, cornice and bracket elements shall not be altered or removed unless it can be documented by photographic

or other verifiable historical evidence that they were not historically accurate in form and placement.

7. The use of standing seam as a replacement or as a new roof material for non-historic commercial or governmental buildings may be considered by the commission. This consideration will be based on the exposure of the roof to its urban context as the new roof cannot take precedence over historic surrounding buildings. Additionally, the seams must have a low profile with finished side edges and gutters. Low profile seams, which are typically 1 inch or less in height, are designed to be less pronounced compared to traditional standing seam profiles. This design approach offers a more subtle, less obtrusive appearance while effectively managing water drainage, making it an appropriate choice for buildings within historic contexts where minimal visual impact is preferred. Finish color shall be silver mill or white.

The proposed roof replacement will be assessed in terms of its mass and scale, to ensure compatibility with the surrounding historic fabric. The evaluation will focus on preserving the architectural character of the historic district, as outlined in the city's historic preservation standards. In cases where a standing seam metal roof has been

installed without a permit, approval from the HARC Commission is required if seeking to replace in-kind.

Section 2: If any section, provision, clause, phrase, or application of this Ordinance is held invalid or unconstitutional for any reason by any court of competent jurisdiction, the remaining provisions of this Ordinance shall be deemed severable therefrom and shall be construed as reasonable and necessary to achieve the lawful purposes of this Ordinance.

Section 3: All Ordinances or parts of Ordinances of said City in conflict with the provisions of this Ordinance are hereby superseded to the extent of such conflict.

Section 4: This Ordinance shall go into effect immediately upon its passage and adoption and authentication by the signature of the presiding officer and the Clerk of the Commission and approval by the Florida Department of Economic Opportunity, pursuant to Chapter 380, Florida Statutes.

Read and passed on first reading at a regular meeting
held this _____ day of _____, 2025.

Read and passed on final reading at a regular meeting
held this _____ day of _____, 2025.

Authenticated by the presiding officer and Clerk of
the Commission on _____ day of _____, 2025.

Filed with the Clerk _____, 2025.

Mayor Danise Henriquez	_____
Vice Mayor Lissette Carey	_____
Commissioner Aaron Castillo	_____
Commissioner Monica Haskell	_____
Commissioner Mary Lou Hoover	_____
Commissioner Sam Kaufman	_____
Commissioner Donald "Donnie" Lee	_____

DANISE HENRIQUEZ, MAYOR

ATTEST:

KERI O'BRIEN, CITY CLERK