



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Historic Architectural Review Commission

Tuesday, July 23, 2024

5:00 PM

City Hall

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 - 5:01 P.M.

Roll Call

Absent 1 - Commissioner Oropeza

Present 5 - Commissioner Green, Commissioner Nations, Commissioner Osborn, Commissioner Thompson, and Chairman Burkee

Pledge of Allegiance to the Flag

A motion was made by Commissioner Osborn, seconded by Commissioner Nations, to appoint Commissioner Green as Vice-Chair Pro-Tem. The motion carried by the following vote:

Yes: Commissioner Green, Commissioner Nations, Commissioner Osborn, Commissioner Thompson, and Chairman Burkee

Approval of Agenda - The agenda was unanimously approved as amended.

Administering the Oath by the Clerk of the Commission

Approval of Minutes

1 June 25, 2024 (Regular)

Attachments: [Minutes](#)

A motion was made by Commissioner Osborn, seconded by Commissioner Thompson, to approve the June 25, 2024 Minutes. The motion passed unanimously.

2 July 1, 2024 (Special)

Attachments: [Minutes](#)

A motion was made by Commissioner Green, seconded by Commissioner Thompson, to approve the July 1, 2024 Special Meeting minutes. The motion passed unanimously.

HARC Planner's Report

City Attorney's Report

Old Business

3 Replace metal shingles with 5 V-crimp on an existing roof of a contributing building - **402 South Street - Bone Island Roofing (H2024-0025) - Postponed from June 25, 2024**

Attachments: [*Large File* 402 South Street](#)
[404 South Street- Photographs from June 8, 2009, before changing to 5 V](#)
[402 South Street - June 25, 2024](#)

A motion was made by Commissioner Green, seconded by Commissioner Thompson, to Postpone the Action Item to the August 27, 2024 HARC meeting. The motion carried by the following vote:

Absent: 1 - Commissioner Oropeza

Yes: 5 - Commissioner Green, Commissioner Nations, Commissioner Osborn, Commissioner Thompson, and Chairman Burkee

4 Staff Request to Postpone: Replacement of existing wood shutters with aluminum shutters - **925 Fleming Street - Richard McChesney (H2024-0028)- Postponed from June 25, 2024**

Attachments: [Request to Postpone](#)

Postponed on agenda approval to the August 27, 2024 HARC meeting.

New Business

5 New clerestory over flat roof and extension of existing parapet wall - **1202 Simonton Street - Richard McChesney (H2024-0029)**

motion carried by the following vote:

Absent: 1 - Commissioner Oropeza

Yes: 5 - Commissioner Green, Commissioner Nations, Commissioner Osborn, Commissioner Thompson, and Chairman Burkee

- 9 Additions to a single-family residence. New accessory structure, deck and site improvements - **719 Washington Street - Bender and Associates - Haven Burkee (H2024-0030)**

Attachments: [*Large File* 719 Washington Street - Design](#)

Chairman Burkee recused himself from Items 9 and 10, passed the gavel to Vice-Chair Pro-Tem Green, and left the dais.

A motion was made by Commissioner Thompson, seconded by Commissioner Osborn, to approve the Action Item. The motion carried by the following vote:

Recuse: 1 - Chairman Burkee

Absent: 1 - Commissioner Oropeza

Yes: 4 - Commissioner Green, Commissioner Nations, Commissioner Osborn, and Commissioner Thompson

- 10 Demolition of house with exception of original exterior walls and removal of pathways over city's sidewalk - **719 Washington Street - Bender and Associates - Haven Burkee (H2024-0030)**

Attachments: [*Large File* 719 Washington Street - Demolition](#)

A motion was made by Commissioner Thompson, seconded by Commissioner Osborn, to approve the Action Item. The motion carried by the following vote:

Recuse: 1 - Chairman Burkee

Absent: 1 - Commissioner Oropeza

Yes: 4 - Commissioner Green, Commissioner Nations, Commissioner Osborn, and Commissioner Thompson

Discussion Items

Vice-Chair Pro-Tem Green passed the gavel back to Chairman Burkee as he rejoined the meeting on the dais.

- 11 Amendments to Guidelines for architectural shutters to

consider the use of metal or composite shutters in certain elevations of contributing and/ or historic buildings.

Discussed

Public Comments

Commissioner Comments

Adjournment - 6:51 P.M.