

HPC

Monroe County Historic Preservation Commission

MINUTES

Monday April 15, 2025

2:00 PM Regular Meeting:



Call to Order.

Roll Call.

Present and answering the roll call were Chair Commissioner Brian Shea, Commissioner Brad Bertelli, and Commissioner Erica Poole.

Commissioner Barbara Bauman and Commissioner Kate Deloach were absent.

Staff present: Derek Howard, Assistant County Attorney
Stephanie Reed, Planner
Devin Raines, Planning, Development, and Permit Services Manager
Diane Silvia, Preservationist

Adoption of the Minutes from the meeting on February 3, 2025.

Brad Bertelli motioned to approve the minutes of the February 3, 2025, meeting. Erica Poole seconded the motion. As there were no objections, the motion passed unanimously.

Changes to the Agenda.

There were no changes to the agenda.

Application for Special Certificate of Appropriateness

1. SHORCITOS HOLDINGS, LLC (File #2025-056) IS SEEKING APPROVAL TO INSTALL A WINDOW ON THE EAST ELEVATION OF AN EXISTING STRUCTURE LOCATED AT 91875 OVERSEAS HIGHWAY, WITHIN THE TAVERNIER HISTORIC DISTRICT, HAVING PARCEL IDENTIFICATION NUMBER 00556180-000000 AND DESCRIBED AS A PARCEL OF LAND IN TAVERNIER ON KEY LARGO, MONROE COUNTY, FLORIDA, LYING IN SECTION 34, TOWNSHIP 62 SOUTH, RANGE 38 EAST.

Staff presentation and recommendation

Diane Silvia read the staff report noting the applicable standards and guidelines.

Applicant presentation

Madeline and Jorge Hoyo represented the project. They had nothing further to add.

Public testimony

There was no public testimony.

Staff response

Stephanie Reed said they have applied for the permit and there are no concerns.

Board discussion

There was no board discussion.

Motion

Brad Bertelli motioned to approve. Erica Poole seconded the motion. As there were no objections, the motion passed unanimously.

2. DISCUSSION ON THE DRAFT DESIGN GUIDELINE UPDATE.

Diane Silvia said that Planning staff have commented on the Guideline Update. She has made the grammatical/editorial corrections noted and that now we need to review certain sections by discussion.

Page 21. Regarding Stucco

Proposed Revision:

Contributing and Noncontributing Structures: Stucco should be repaired with material that matches the existing in coarseness, thickness, color, and surface texture.

New Buildings: New buildings will be reviewed on an individual basis and may use wood, concrete block, stucco, or fiber cement fabrics. Aluminum or vinyl siding is not allowed.

Devin Raines said with regard to the matrix for approval in many cases the approvals go through a regular certificate of appropriateness. As you pointed out, new construction typically requires a special certificate of appropriateness and would come to the HPC. Items that require a regular certificate of appropriateness such as fences for both contributing and noncontributing structures or properties sometimes use a combination of materials including low walls of stucco, columns of stucco, etc. We are seeking more clarity when it comes to some of these materials. The same is true when we come to the metal section. It describes a little about metals, but we have metal involved in gates and fences and combinations of elements. The materials described within this document reflect our ability to be objective in our review and approval of regular certificates of appropriateness.

Diane Silvia said with Certified Local Government requirements, technically I am supposed to be doing all staff approvals. If staff have trouble with something that is not clear cut, contact me. Send me a copy of the file and we will go through it. If we feel it is unclear, we will send it to HPC. Much of preservation is subjective and must be done on an individual basis as every property is different. I am always available and try to respond immediately. Keep me in mind if you have any issues.

Devin Raines said we are often tied to a timeline of a matter of hours for a review. It would delay our review so we are trying to balance out the content in this document so we can perform objective reviews and follow these guidelines to the best of everyone's ability.

Diane Silvia explained the proposed revisions. For contributing and noncontributing structures, stucco work would be for repairs to existing structures. So, the material should match the

existing. Additions and new construction would come to the HPC.

Brad Bertelli said we asked that they match the stucco on the Tavernier Hotel, and they did not do what we asked. He agreed we should add contributing as noted.

Diane Silvia said we should allow fiber cement fabrics on new buildings but disallow vinyl or aluminum siding.

Erica Poole said yes, that's Hardie board.

Brian Shea said, "I am fine with that, I think we have a consensus.

Erica Poole noted you can get Hardie board siding with historic profiles.

Diane Silvia said page 22 had a run on sentence which she corrected.

Page 23. Shutters

Staff wanted more direction regarding shutters. It states side or top hinged shutters and that there are photos throughout the document with the various shutter types. If it is something different, they should send it to the HPC.

Erica Poole asked if we were looking into allowing shutters of composites or fiber cement.

Diane Silvia said possibly on new or non-contributing structures.

Devin Raines said so if it doesn't exactly match what is in here, it would need to go to the HPC.

Diane Silvia said if it is not a style commonly seen in the district.

Devin Raines asked in your opinion this document provides enough guidance as to what is typical in the district.

Brian Shea asked do they want samples of shutters.

Erica Poole said like how the siding examples are shown. The siding profiles read well.

Brian Shea said keep it simple, people are more likely to look at pictures.

Diane Silvia said this will be difficult for her and she is technically challenged with formatting a document like this. I have been making the simple edits, but this is going to add a lot more. I may need professional help with moving things around to get this properly formatted.

Brian Shea asked if staff could volunteer to assist.

Devin Raines said they would be happy to assist.

Diane Silvia said contributing structures were left out and needs to be added with noncontributing.

Page 24 Metal

Diane Silvia said we do not get many applications for metal on buildings. Probably because we have not received electrical permits. Staff wanted more guidance. Some of these are very subjective. It is all style, scale, mass, and location. A good example of this is the horrible out-of-scale and numerous light fixtures on the Tavernier Hotel and adjacent building.

Devin Raines said none of that was approved by permit or HPC.

Brian Shea asked should we add period of significance so they have more to work with. Devin does that work for you?

Devin Raines said any additional content helps. A lot of architectural metals are coming in as fences or combinations of materials.

Page 28 Entrances and Porches

Diane Silvia said porches are one of the things where location, scale, mass, and orientation must be considered in a review. They are reviewed by the HPC.

Devin Raines said what came to mind was handicap accessibility elements which can be approved in the matrix, but they typically do not rise to the level of an entry porch. I do not think we need additional guidance.

Brian Shea said that works. We're good.

Page 30 Doors

Staff asked if the door diagram could be labelled as to what's compatible or not compatible.

Diane Silvia said all of these door types are compatible depending on the architectural style and period of the of the structure. The consultant did list the style of the buildings with appropriate door styles, like frame vernacular, masonry vernacular, mission revival.

Page 34 Fences

It says side and rear yard fences may be six feet tall and made of wood or metal. It would apply to contributing and noncontributing structures. Do we want to disallow vinyl fencing? We have approved vinyl before on noncontributing structures.

Erica Poole mentioned people are also using composite fencing materials.

Devin Raines said keeping in mind that fences, walls, and gates are reviewed as a regular

certificate of appropriateness, as much clarity on this topic is appreciated.

Brian Shea summarized the discussion we would add a sentence stating that vinyl and composite fencing may be allowed for new buildings and noncontributing structures in the rear and side yard behind the required front yard setback. The HPC agreed that the use of vinyl or composite fencing with contributing structures will be reviewed on an individual basis.

Page 35 Driveways

Diane Silvia said I think limiting driveways to one car width and limiting parking to the side and rear yard is too restrictive. I also think requiring permeable material is a lot of coverage issue beyond our purview. It might be better to recommend but not require. Not allowing asphalt on residential properties is good. What about pavers and concrete?

Devin Raines said the LCR's require two parking spaces per detached dwelling unit and a single width driveway may not be able to accommodate this.

Brian Shea summarized, we would remove the first two sentences and make the third one a recommendation.

Devin Raines said the more clarity we can get the more we will be able to approve through a regular certificate of appropriateness. We generally have only 4-5 days for review. Clarity with paver type, texture, and color would help. Driveways are in the matrix as requiring a regular certificate of appropriateness.

Brian Shea said we could include brick and pavers are acceptable materials.

Devin Raines said the matrix is part of the Land Development Code and cannot be easily changed.

Brian Shea said decks, porches, and patios for contributing and noncontributing structures require a special certificate of appropriateness. It is confusing as paver driveways don't go to us, but paver decks do.

Erica Poole suggested adding limiting paver and concrete colors to earth tones, grays, and browns.

All agreed to the proposed suggestions.

Page 45. Archaeological Resources

Diane Silvia said, as an archaeologist, I would love to see everything investigated, but feel it is an unreasonable request for most property owners. Near the end of the page, it says, "ground disturbing activities that should be subject to archaeological monitoring" and then lists those activities. It would be an extraordinary expense for the property owner as someone would probably have to come from the mainland to do the work and also require lodging and per diem.

I think a good alternative is to follow the Land Development Code, Chapter 135 6e.
“Ground disturbing activities at a designated historic property that contains an archaeological landmark or known archaeological site is subject to archaeological monitoring and review.”
This is what we have requested with Pigeon Key and Indian Key as they are both known archaeological sites.

Devin Raines said that is an excellent suggestion.

Diane Silvia said the rest of that section does provide guidance if cultural deposits or human remains are encountered.

The Commission agreed to this change.

Diane Silvia said she will work on this and has compiled a list of contributing structures to be added as Appendix 5.

Devin Raines said staff reserves the ability for further review and suggestions.

Other Business:

Diane Silvia said except for Erica Poole who was recently appointed, the terms for the four other HPC Commissioners will be up between July 20th-22nd. She asked that they contact her individually if they are interested in being reappointed. If they do not wish to continue on the HPC, please let us know if there is someone they might want to suggest as a replacement for the BOCC to consider.

Debra Roberts said the term is three years.

Adjournment.

As there was no other business, the meeting was adjourned.