

HPC

Monroe County Historic Preservation Commission MINUTES

Monday October 6, 2025

2:00 PM Regular Meeting:



Call to Order.

Roll Call.

Present and answering the roll call were Chair Brian Shea, Commissioner Erica Poole, Commissioner Leslie Calero and Commissioner Brad Bertelli. Commissioner Kate DeLoach was absent.

Staff present: Derek Howard, Assistant County Attorney
Stephanie Reed, Senior Planner

Adoption of the Minutes from the meeting on August 22, 2025.

Erica Poole motioned to approve the minutes for the meeting held on August 22, 2025. Brad Bertelli seconded the motion. As there were no objections, the motion carried unanimously.

Changes to the Agenda.

There were no changes to the agenda.

Application for Special Certificate of Appropriateness

1. **GONZALEZ FAMILY REVOCABLE TRUST 06/06/2017** (File #2025-183) IS SEEKING APPROVAL TO RENOVATE AN EXISTING SINGLE FAMILY HOME; CONSTRUCT ADDITION; REPLACE DRIVEWAY; CONSTRUCT WALKWAY; INSTALL NEW GENERATOR, ELEVATOR, AND GAS TANK WITH GAS LINES; AND PARTIALLY DEMOLISH DOWNSTAIRS ENCLOSURE ON PROPERTY LOCATED AT 154 OCEAN VIEW DRIVE, WITHIN THE TAVERNIER HISTORIC DISTRICT, HAVING PARCEL IDENTIFICATION NUMBER 00555280-000000 AND DESCRIBED AS A PARCEL OF LAND IN SECTION 34, TOWNSHIP 62 SOUTH, RANGE 38 EAST, MONROE COUNTY, FLORIDA.

Staff presentation and recommendation

Stephanie Reed read the staff report noting the applicable standards and guidelines.

Ms. Reed stated that the placement of additions should not obscure historic buildings nor harm the district's fabric.

Driveways: The intent is to prevent the use of impervious materials such as asphalt in the construction of driveways. Driveways are not a requirement in the historic district however should a driveway be needed, it should be finished with crushed shell, gravel or other pervious structure. This application did not include material specifications beyond pavers, with regards to the driveway.

For roofing of noncontributing structures roofing materials include standing seam metal, v crimp, stamped metal, and composition tile. Additions in the residential areas should have sloped roofs which can be hipped or gabled and may have dormers as long as they are structurally and spatially integrated into the building. The proposed roof materials include standing seam meal, sloped.

Windows and doors should be compatible with the character of the district. The proposed doors include a pivot impact glass door with hazelnut frame, impact sliding glass panel doors, impact hinged swing outdoor, impact garage door and three-panel sliding door. The proposed windows include swing aluminum casement, fixed regular and fixed round. Shutters are allowed if they are compatible with the character of the district. Top-hinged and side-hinged shutters are encouraged. This application proposed side-hinged shutters. Brackets may be allowed if they do not create a false sense of historical development. Cellular PVC brackets were proposed in this application.

Setbacks for additions are individually reviewed to ensure their placement does not dominate or obscure historic structures.

Exterior walls for noncontributing structures, novelty siding, clapboard and borden batten siding are the recommended exterior wall materials. Stucco may be acceptable but will be reviewed on an individual basis. The applicant is proposing clad in a white painted stucco siding for the exterior walls and a coralina stone veneer.

From the Secretary of the Interior Standards those that apply are standard 9, new additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and they shall be compatible with the massing size, scale and architectural features to protect the historic integrity of the property and its environment.

Ms. Reed stated no issues noted.

Standard 10 new additions and adjacent or related new construction should be undertaken in such manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Ms. Reed stated no issues noted.

Applicant presentation

Gay Marie Smith, the agent for the applicant, expressed concern about the timeliness of receipt of the staff report, and questioned why staff's comments were not shared with her ahead of the meeting. Ms. Smith explained that the property is currently overgrown, however the owner is working towards getting it cleaned up. The property owner does not want to demo the structure and rebuild, which is why they are proposing all this work to improve and maintain the existing home. The work proposed on the downstairs enclosure is to bring it into compliance with floodplain regulations.

Public testimony

There was no public input.

Staff response

Ms. Reed stated that this proposed scope of work does have an associated building permit, R-ADDN-2025-0094. This permit has been approved by all disciplines, except for Environmental and Planning, because it was reviewed for substantial damage and there were still some additional details need. Ms. Reed reminded the board that this is not a designated historic property, therefore LDC Section 135-7(c) would not apply. The agent Gay Marie Smith, was advised that the proposed renovated structure must not further violate the nonconformity as this is a lawful nonconforming, noncontributing structure in the Tavernier Historic District. There may be some elements to the structure that do not meet current code. It can be repaired, so long as the repairs do not constitute a substantial improvement.

Board discussion

Commissioner Erica Poole mentioned it seems feasible to shift the addition with the new staircase and the elevator to the right to get it out of the setbacks as well as shifting the generator pad.

Ms. Reed stated the elevator and stairs should be ok. Ms. Poole stated the railings are called out as being glass railings on the application and on the plans and she does not feel like it follows a historic style of rail. Gay Marie Smith said she does not remember putting glass railing down on my application but maybe she did put it in the information. Mr. Brian Shea stated on page A4 it says new cable railing per owner selection. Mr. Shea commented that currently, the drive is a concrete driveway, and the survey does show additional pavers. As long as it does not increase the size and change the impervious nature, that the driveway could be replaced with pavers instead of concrete. Ms. Reed stated the pavers, from a planning perspective, should be fine for open space. It would just be the Historic Preservation Commissions opinion on the materials.

Ms. Smith inquired if the board is reviewing for Historic aspects, or for Planning. Ms. Smith expressed concern that it appears a lot of Planning review is being included in this presentation from staff. Brian Shea stated that the Commission is documenting anything that could come back to the HPC, so that this property owner would not be required to come back for another HPC review if this proposal is approved with conditions.

Brad Bertelli stated that from a historical perspective one of his concerns is the use of the decorative PVC pipe. Some of the plans that came before are getting away from the Historic nature of that community and it is becoming less historic-looking. Once that door is open it is a slippery slope and then more and more blue roofs, and you know things that don't stand out in the historic nature of that neighborhood, which is one of the most important ones in all of the Florida Keys. As a historian my concern and my hope are that these plans in future homes take into account that it needs to have a certain look and when people buy in that neighborhood, this is one of the caveats that come with developing these.

Mr. Shea asked staff if we have any precedent in that area, with regards to the round windows. Ms. Reed stated that she did a review of homes on both Tarpon and Ocean streets to see if there were

similar styles of fenestration and I did not find it, so I did not find a round window being approved previously.

Mr. Shea stated that the coralina stone veneer is at least consistent with the guidelines of stone finishes around foundations. The driveway is existing but being replaced similar to what's on site nearby. Mr. Shea asked the commission if they approve of that proposal. Mr. Bertelli requested an image of the proposed pavers, however staff confirmed that an image was not included in the application.

Mr. Shea stated that it is documented on the survey, and they can condition the approval consistent with the existing pavers on site in terms of material and color.

Gay Marie Smith inquired if any changes need to be made to the proposed railing? Ms. Poole stated that a glass railing would not fit into the fabric of the neighborhood, and recommends a picket, as it would be more in line. Ms. Poole stated that an option for not using PVC for the decorative element, as they are made out of wood, the commission could stipulate that we follow an historic material.

Mr. Shea inquired about the replacement of the back sliding doors. Ms. Poole stated that it she believes all doors are being replaced, and the sizes are changing. Ms. Smith confirmed that they are replacing all doors with impact material.

Motion

Ms. Poole made a motion to approve with the following associated conditions, switching the railings to a picket instead of glass or cellular PCV or cable, just picket. The stucco being smooth instead of stucco lap siding. The cellular PVC elements to be switched for wood, the pavers for the driveway to be consistent in color and size to any existing and follow the guidelines. The general mass size and scale and form of the addition does not change significantly in becoming compliant with planning requirements. Brad Bertelli seconded the motion. As there were no objections, the motion carried unanimously.

Roll Call: Commissioner Erica Poole, Yes; Chair Brian Shea, Yes; Commissioner Leslie Calero, Yes; Commissioner Brad Bertelli, Yes

DISCUSSION:

1. A public meeting to consider whether to make an advisory recommendation regarding the adoption of an update to the Tavernier Historic District Preservation Guidelines (approved by the Monroe County Board of County Commissioners pursuant to Ordinance No. 019-2005) prepared by Archaeological & Historical Conservancy Inc.

Ms. Reed presented the updated draft Tavernier Historic District Guidelines and stated that it is more of an open-ended discussion to see if we've missed anything that needs to be added or

anything that needs to be clarified at this point.

Ms. Reed summarized the latest revisions and updates, including changes to the appendices, updates to the maps, and adding in a quick guide for easy reference.

There is a discussion of how to rehabilitate according to the Department of Interior's Standards for rehabilitation Ms. Reed briefly reviewed the content of section 6, and asked the commission if they had any input, or comments on the "Roofing" section. Mr. Bertelli asked if there was a color specification for the roofs? Ms. Reed reviewed the composition details of each roof type. Discussion continued regarding clay as a composition type. Ms. Poole stated that clay is glazed and can be available in any color. Mr. Shea confirmed that it is just terracotta clay, maybe some barrel white. The Commission agreed to add language that clarifies the color should be consistent with the district.

Ms. Reed reviewed the "Exterior Finishes" with the Commission. Ms. Reed stated that for noncontributing structures and new buildings, windows should be compatible in style, generally double hung casement or fixed glass and maybe impact rated, and window frames may be metal or wood. So aluminum is now acceptable. Mr. Bertelli responded that it would be required for the storms.

Ms. Reed mentioned that there were some edits made to the Mechanical Equipment section. Mr. Shea inquired if there is a definition for "energy-saving". Ms. Reed confirmed that a definition is not provided, and will add a comment to add that in. .

The rehabilitation standards were updated to make sure that they were consistent with the Department of the Interiors.

Ms. Calero suggested adding a quick reference guide where people can go and not have any problem identifying a situation, like an overview.

Ms. Reed summarized the three items that would require more work prior to presenting the guide to the BOCC. The first item would be to add in a reference or quick-guide; adding in the definition of "energy-saving" and to review the "Doors" section to make sure it included both contributing and noncontributing structure recommendations.

Ms. Poole stated we should also define "mechanical equipment". In the pool section it calls out mechanical equipment, however some people may think that does not necessarily include a chlorinator, etc.

Mr. Shea stated that if terms are not defined in this guide, we should make sure that it is defined in the Land Development Code (LDC). Ms. Reed confirmed that she check these definition and make sure that it is consistent with our LDC.

Other Business:

No other business.

Adjournment.

Meeting was adjourned at 3:05 P.M.