




MEMORANDUM

Date: May 2, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress 
City Manager

From: Katie P. Halloran
Planning Director

Subject: **A request for approval of a text amendment to the Comprehensive Plan, permitting four (4) Affordable – Early Evacuation Pool Building Permit Allocation System units to be set aside for the City-owned property addressed 907 Caroline Street, further identified as RE #00072082-004505.**

Introduction

The purpose of this ordinance is to amend the City's Comprehensive Plan to set aside four (4) Affordable – Early Evacuation Pool Building Permit Allocation System units to allow for the City of Key West to redevelop underutilized City-owned property located at 907 Caroline Street (RE#00072082-004505). The proposed amendment allows for affordable workforce housing units to be allocated to the subject property for City employee housing. The proposed text amendment to the Comprehensive Plan is recommended for approval by the Planning Department and Port and Marine Services Department.

Background

The City of Key West was recently allocated 300 Affordable – Early Evacuation Pool housing units. These units are distributed on a first come-first served basis and are subject to specified standards and requirements as stated in Policy 1-1.17.2 of the Comprehensive Plan. The proposed ordinance to amend the City's Comprehensive Plan will set aside four (4) Affordable – Early Evacuation Pool allocations for an existing City-owned property to be redeveloped for employee housing. This ordinance will help to alleviate the need for affordable employee housing for City employees whose services are critical for the functioning of the City at large.

The Port and Marine Services Department would like to offer the proposed employee housing units to Port and Marine Services staff as a priority before general City staff. The property will be managed on-site by the City's Port and Marine Services Department.

The proposed text amendment has been recommended for approval to the City Commission by the Planning Board through PB Resolution 22-054, and by the Bight Management District Board through Resolution No. 22-14. The text amendment was first read by the City Commission on December 6th, 2022, where it was passed to second reading without any changes to the proposed language. Full text of the proposed amendments is provided in the attached draft ordinance.

Procurement

Approval of the proposed text amendment to set aside four Affordable – Early Evacuation Pool Building Permit Allocation System units for City-owned 907 Caroline Street would not have a financial impact on the City, but rather would recognize that the property has the right to construct four units in accordance with the factors set forth in the Land Development Regulations.

Recommendation

Staff recommends the Mayor and Commission approve the proposed Comprehensive Plan text amendment to Comprehensive Plan Chapter 1, Future Land Use Element, Objective 1-1.17: - Workforce-Affordable Housing Initiative, and Policy 1-1.17.1: - Distribution of Workforce-Affordable Housing Allocations., to provide for four Affordable – Early Evacuation Pool Building Permit Allocation System units for the property located at 907 Caroline Street (RE#00072082-004505). In addition, the Planning Board and Bight Management District Board recommend the Mayor and Commission approve the referenced amendments as evidenced through Planning Board Resolution No. 2022-054 and Bight Management District Board Resolution No. 22-14.

Exhibits

Exhibit A – Planning Board Resolution 2022-054

Exhibit B – Bight Management District Board Resolution 22-14