

EXECUTIVE  
SUMMARY



**To:** Patti McLauchlin, City Manager  
**Through:** Katie P. Halloran, Planning Director  
**From:** Scarlet R. Hammons, AICP CTP, The Corradino Group  
**Meeting Date:** January 18, 2023

**Application:** **Major Development Plan – 918 Fort Street (RE# 00001630-000801)** – A request for approval of a major development plan for the construction of 126 affordable housing residential units on property located within the Historic Neighborhood Commercial 4 – Bahama Village Truman Waterfront (HNC-4) Zoning District pursuant to Chapter 108, Article III through IX and 122-717(2) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

---

**Background:**

The City adopted comprehensive plan and land development regulations amendments to create density and BPAS units of 40 dwelling units per acre to create affordable housing on this site, known as the “3.2 acres”. In September 2021 the City released and advertised a Request for Proposal, soliciting proposals from the public based upon specific criteria. The City accepted the RFP rankings of the selection committee and moved forward with an agreement with the top ranked proposer, Lofts at Bahama Village GP, LLC, with partners including Vestcor, AH Monroe.

The subject property at 918 Fort Street is located on the west side of Fort Street roughly between Angela and Olivia Street, just south of the Truman Waterfront Park, and consists of two lots of record. The leased areas consist of 103,989 square feet and 33,962 square feet respectively. Both leased areas are essentially vacant land, the south parcel is used as an athletic field. The property is located within the Historic Neighborhood Commercial – 4 Bahama Village Truman Waterfront (HNC-4) Zoning District. The site is within the Bahama Village Community Redevelopment Area, established in 1992. In 2002, the US Government conveyed the Truman Waterfront to the City of Key West in conjunction with a Memorandum of Agreement (Navy MOA) between the USA and the City. This property falls within the Navy MOA.

The two leased areas are separated by Allen Avenue, which will remain a public roadway. To the northwest of the property is a Navy communication tower, referred to as the TACTS Tower. Pursuant to the Navy MOA with the exception of roadways, walkways, and low level vegetation, no development may occur within 20’ of the property line around the TACTS Tower. The US Navy requires an additional 50’ setback along the side abutting the entrance gate to the Truman Annex Base.

**Request:**

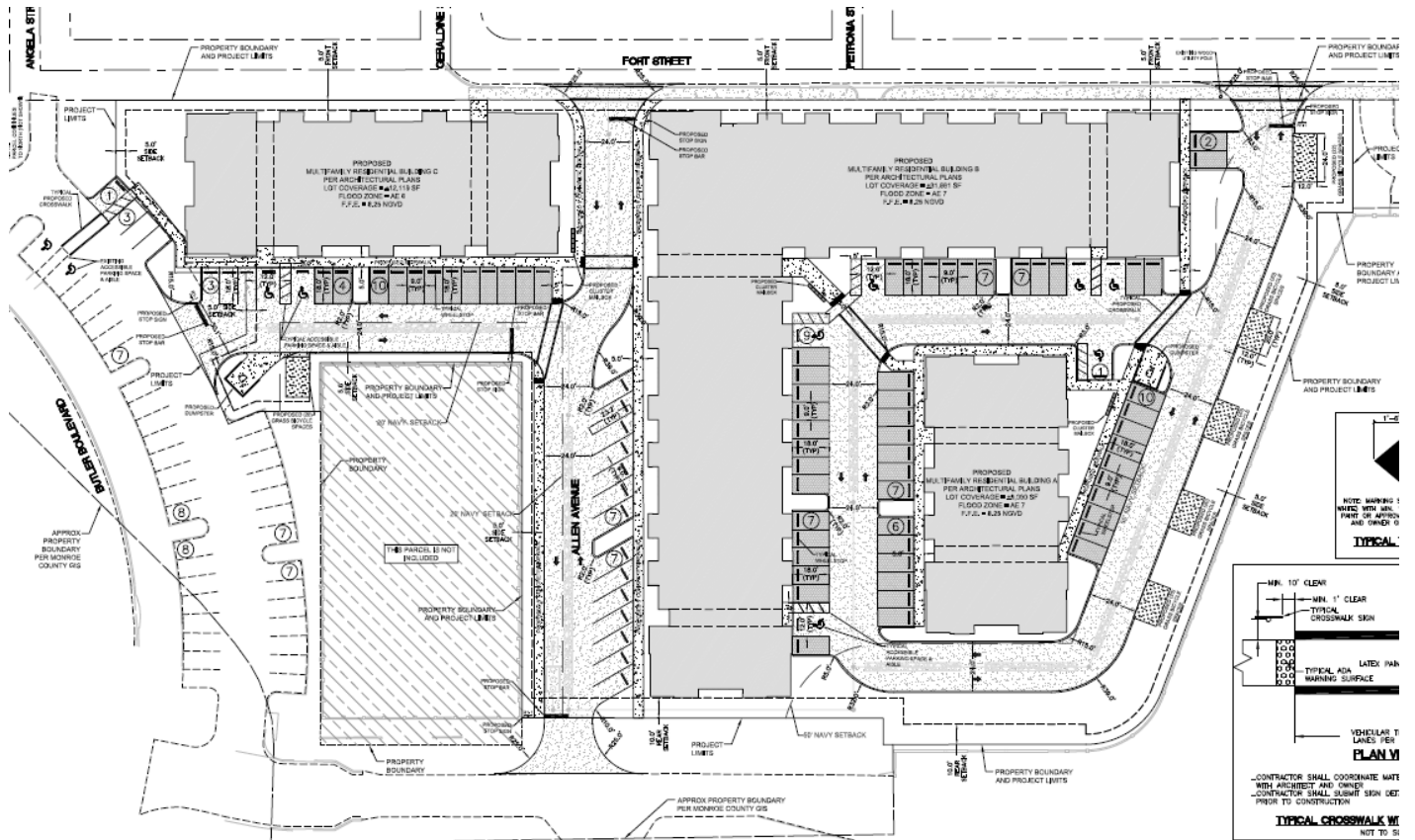
The applicant proposes to construct 126 affordable residential units, with on-site parking, and to enter into a parking agreement with the City to utilize 16 parking spaces currently designated for the Truman Waterfront Park. The applicant is requesting a major development plan approval for the 126-affordable unit multi-family development. The proposed development consists of three residential buildings which together will total 52,870 square feet.



Proposed Development Area, approximately 3.17 AC



Total Site Area, Per Monroe County Property Appraiser



Proposed Site Plan

NOTE: MARKING IS PART OF APPROX AND ONED 9

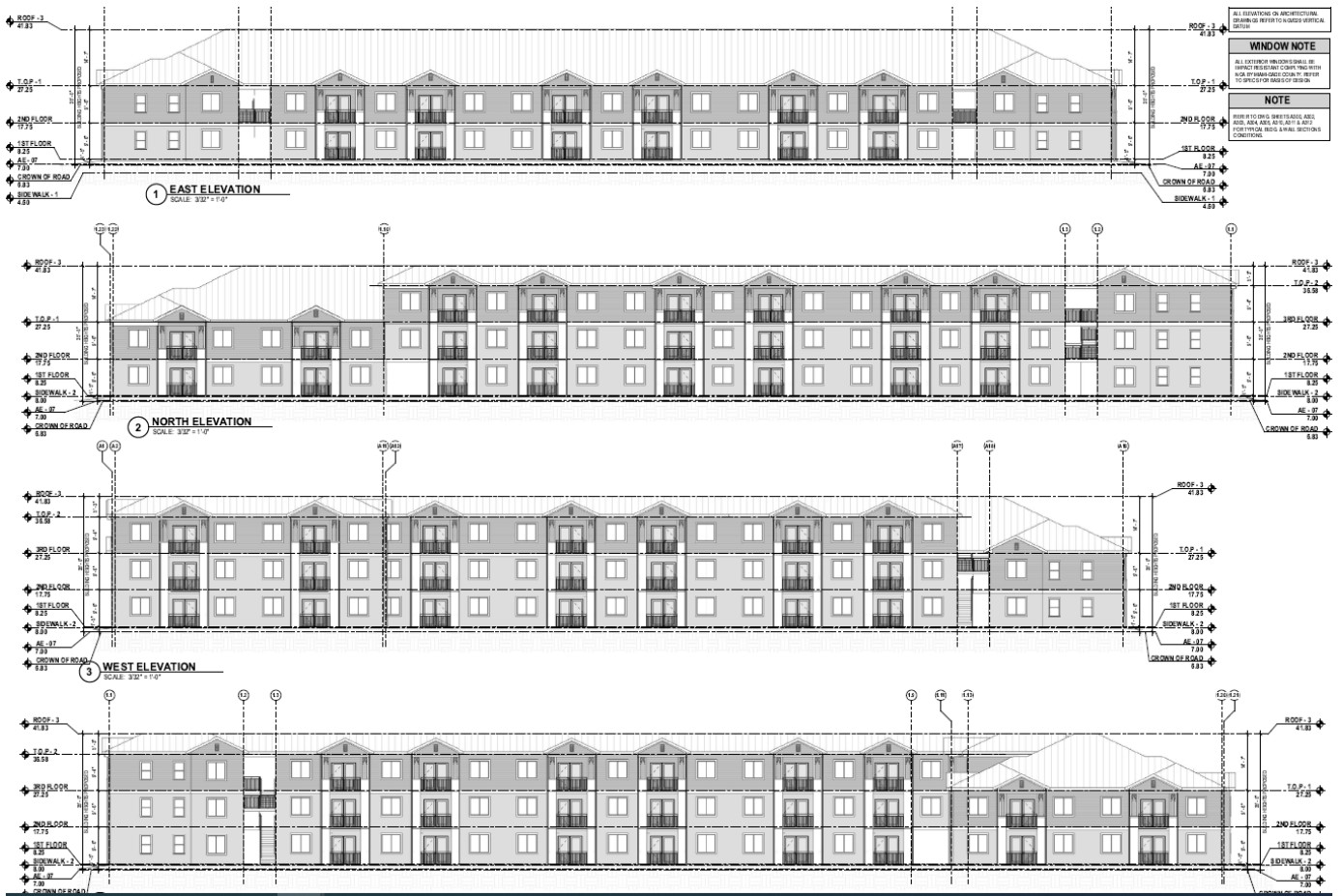
**TYPICAL**

- MIN. 10' CLEAR
- MIN. 1' CLEAR
- TYPICAL CROSSWALK SIGN
- TYPICAL ADA LATEX PAH MARKING SURFACE
- VEHICLES 7 LANES PER

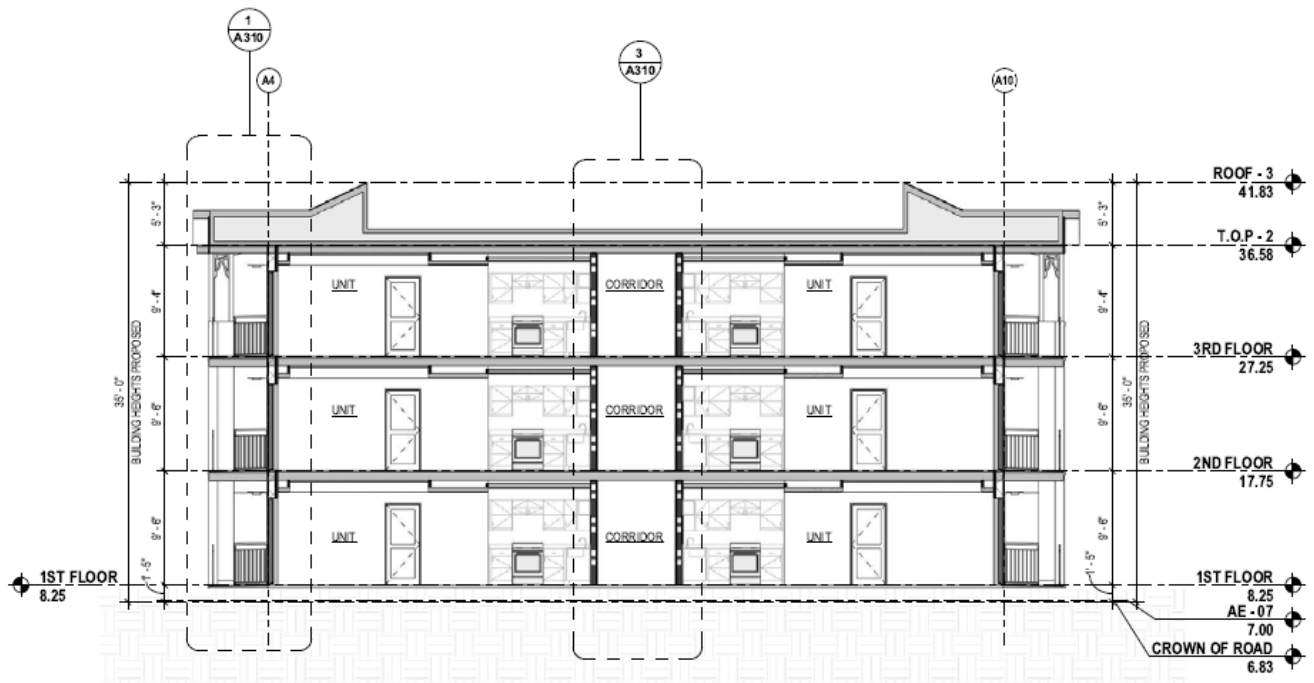
**PLAN VI**

CONTRACTOR SHALL COORDINATE WITH ARCHITECT AND OWNER  
 CONTRACTOR SHALL VERIFY SIGN SET PRIOR TO CONSTRUCTION

**TYPICAL CROSSWALK W/**  
 NOT TO SCALE



PROPOSED ELEVATIONS



**BUILDING SECTION @ BLDG. A # 1**

SCALE: 1/8" = 1'-0"

Elevation depicting buildings with interior corridors and balconies for every unit

Major Development Review Process:

Development Review Committee:	September 22, 2022
Tree Commission:	October 4, 2022
Planning Board Meeting:	December 19, 2022
HARC Commission Meeting:	December 20, 2022
City Commission:	January 18, 2023
Local Appeal Period:	10 Days
Planning renders to DEO for review:	Up to 45 days

Staff Analysis - Evaluation:

Staff determined the proposal is in compliance with the Major Development Plan Review Criteria (Section 108-91.A.2)

Planning staff and the Planning Board, as required by Section 108 of the City Code reviewed the request for compliance with the Land Development Regulations and the Comprehensive Plan as detailed in the attached Planning Board staff report. The proposed Major Development Plan was reviewed before the Planning Board on December 19, 2022. The Planning Board recommended approval with conditions through Resolution No. 2022-060, attached.

The City of Key West Tree Commission approved the Conceptual Landscape Plan on October 4, 2022. The Urban Forestry Manager is currently reviewing the Final Landscape Plan, as directed by the Tree Commission. The

Historic Architecture Review Commission approved a Certificate of Appropriateness for this project on December 20, 2022.

The Major Development Plan request consists of a two-story and three-story, one hundred and twenty six (126) unit, affordable housing development with parking and on-site amenities. The project requires approval of a parking agreement. The City Commission has also approved a request to the Monroe County Land Authority to disburse funding to reduce the sales prices of the for-sale units at the subject property.

**RECOMMENDATION:**

The Planning Department, based on the criteria established by the Comprehensive Plan and the Land Development Regulations, recommends to the City Commission that the request for Major Development Plan be **approved** with the following conditions. After Planning Board approval, the applicant has continued to submit final documents, and staff has updated conditions as shown below through strike through underline notations:

**General conditions:**

1. The proposed construction shall be in substantial compliance with the site plan signed, sealed, and dated ~~12/1/2022~~ 1/3/2023 by Joshua J. Jennings. Construction drawings for permitting shall be dated as approved herein, with any proposed revisions (modifications) clearly noted and dated. Development plan modifications that do not rise to the status of minor or major plan modifications may be approved by the city planner as per Section 108-91(c)(1). All modifications shall be submitted for review and approval to the Planning Department prior to building permit application. Minor and major development plan modifications are addressed as per Section 108(C.).
2. During all phases of construction, temporary fencing and erosion barriers shall be installed and maintained. All adjacent City streets and sidewalks shall be kept clean and clear of construction debris.
3. An ADA compliant five-foot sidewalk is required to provide a direct connection to Truman Waterfront Park surface parking lot, including along Evans Street, if permissible by the Navy, and must tie into the existing grid with ADA connections across any driveway. This sidewalk would be needed to provide access for rental housing residents (southern leased area) who would park at the Truman Waterfront Park parking lot, if the parking agreement is approved.
4. Once a year, all listed invasive plant species (Australian Pine-Casuarina equisetifolia, Brazilian Pepper-Schinus terebinthifolia, and Lead Tree-Leucaena leucocephala) shall be removed from the site.
5. The dumpster area near Building C is to be maintained to control odors and debris, and shall be fully fenced and screened with landscape material.
6. All approved bicycle parking spaces shall satisfy pavement, maintenance, and construction specifications of subdivision II of this division as well as bicycle parking, design, lighting, and security criteria of section 108-643.
7. Pervious parking material maintenance records may be requested by the City Engineer if pervious paving material failure is apparent.
8. Per the City Engineer, throughout the parking areas, flush concrete curbing must be installed between the proposed porous paving system and asphalt to protect the asphalt edge from degradation.
9. This Major Development Plan is contingent on City Commission approval of a Parking Agreement for sixteen (16) vehicular parking spaces. Furthermore, the Parking Agreement should be reviewed prior to the expiration date in 2043, or City of Key West daily parking rate fees shall be remitted to the City.
10. The applicant shall adhere to the submitted parking plan. All twenty-six homeowners' units shall have a marked parking space for their unit and those spaces shall not be subleased to a non-resident of 918 Fort Street. City parking spaces adjacent to the applicant's leased areas shall remain clearly marked as "public parking".

**Conditions prior to the City Commission hearing:**

~~9. The pervious parking material and on-going maintenance plan must be approved by the City Engineer.~~

~~10. Prior to City Commission, the applicant shall provide a parking plan to depict marked homeowner parking spaces for all twenty six (26) condominium units within the limits of the leased areas. Each single parking space shall remain with the relevant homeowner's unit and shall not be subleased to a non-resident of 918 Fort Street. The parking plan shall indicate which parking places are being proposed to be relocated from the adjacent City owned Truman Waterfront Park parking lot. If the applicant is proposing to reconstruct three City parking spaces adjacent to the leased area, these spaces must be clearly marked as "public parking" and the parking plan shall reflect their proposed location.~~

~~11. The applicant must obtain a Certificate of Appropriateness from the Historic Architectural Review Commission (HARC) for on-site structures and signage visible from the right of way, except for traffic and internal vehicular signs.~~

11. Final Landscape plan approval is required from the Tree Commission/Urban Forestry Manager.

~~13. A site plan shall be submitted for review depicting a total of 121 bicycle spaces.~~

~~14. A Pavement and Signage plan shall be submitted for review.~~

~~15. Applicant shall coordinate with staff to establish compliance with cistern requirements associated with City Code Section 108-991; unless an exemption is approved, cisterns shall be added to the site plan.~~

**Conditions prior to issuance of a building permit:**

12. The applicant shall provide a Life Safety Plan, consistent with any local, state or federal laws, for review and approval by the City's Fire Department.

13. Approval of a Public Art Plan shall be obtained from the AIPP Board, pursuant to City Code Section 2-487, and may include payment of an in-lieu fee.

14. Permits to remove and transplant the trees and palms will not be issued until building or demolition permits are submitted to the building department. Application must be made to the urban forestry manager for processing of the permits.

15. A tree protection plan is needed to protect the trees in the Truman Park parking area during construction.

16. A transplantation plan is needed regarding the replanting of nine autograph trees from the Truman Park parking area to nearby park property areas and three Sabal palms to the Fort Street parking area.

17. A detailed irrigation plan is needed.

18. Coordination with the City Utilities Department shall be required for connections to the public sewer water systems.

**Conditions prior to issuance of a Certificate of Occupancy:**

19. On-site artwork shall be installed and inspected by the City pursuant to Code Section 2-487.

20. City BPAS Code requires all new development to achieve a baseline green building certification.

21. The applicant shall submit a minor modification application to the City to modify the Major Development Plan and Conditional Use Approval for the Truman Waterfront Parcel (City Commission Resolution 14-137, and subsequent site plan approvals as needed) to relocate the seven parking spaces proposed to be displaced from the city-owned Truman Waterfront Park parking lot. The applicant shall compensate the City in full to grade, pave, re-landscape, and construct the assumed four missing parking spaces elsewhere in the park. The relocation of four parking spaces shall be reviewed and approved/denied through the minor modification process pursuant to City Code Section 108-91. Prior to issuance of Certificate of Occupancy for any rental units at 918 Fort Street, the applicant shall complete the City review/approval process to relocate the parking spaces and shall remit full payment for reconstruction of the spaces as provided above. The issuance of a Certificate(s) of Occupancy shall not be delayed if in the event that any outstanding parking requirements have not been satisfied and the delay is attributable to the City in identifying and constructing said spaces. In such an event, the Applicant shall pay to the City an amount that equates to the cost of construction of said spaces as determined by the City Engineer 30 days prior to the issuance of the Certificate(s) of Occupancy.

22. The applicant shall make every effort to provide habitat for threatened, endangered, and migratory bird species.