



## MEMORANDUM

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Date: April 1, 2025

To: Honorable Mayor and Commissioners

Via: Brian Barroso  
City Manager

From: Katie P. Halloran  
Planning Director

Subject: **File ID 24-6377: Major Modification to a Major Development Plan – 0 Duval Street (RE# 00000120-018800)** – A request for a Major Modification to a Major Development Plan and Landscape Waiver to remodel portions of an existing hotel in the Historic Residential Commercial Core – 1 zoning district. The proposed work would result in redevelopment of 3,500 square feet of lobby, retail and office area, a modified vehicular circulation and parking plan, and modifications to the landscape plan including a landscape waiver, pursuant to Sections 108-91 and 108-517 of the Code of Ordinances of Key West, Florida.

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### **Introduction**

This item is a request for a Major Modification to a Major Development Plan (MDP) for 0 Duval Street (Ocean Key Resort & Spa). The Planning Board recommended approval of the application at the 1/16/25 meeting, with the conditions recommended in the staff report. The Planning Board also approved an accompanying request for a shoreline setback variance, and a waiver to the 30-ft required landscape buffer.

The City Commission is tasked with approving Major Modifications to Major Development Plans pursuant to Section 108-90 of the Land Development Regulations (“LDRs.”)

### **Background**

The subject property is a 100-unit hotel on a 1.5 acre property at the northwestern terminus of Duval Street. The hotel consists of two principal structures with approximately 85,000 square feet of finished floor area. The hotel includes accessory restaurant and recreational rental vehicle uses. A previous major development plan was approved in 1996.

Request:

The applicant proposes to remodel the lobby area of the structure that fronts Duval Street by removing approximately 3,990 sq. ft. of interior floor area and replacing it with approximately 3,500 square feet of interior floor area. The work would also include a covered staircase and a patio area along the Duval Street frontage.

The proposed work would also modify the site’s vehicular circulation by removing vehicle drop-off and valet services from the right-of-way and creating valet drive aisle on the site that is linked to the ground floor garage area. Modifications to the garage area will add two additional parking spaces.

There is no change to existing or proposed setbacks, floor area ratio. Improvements to building coverage, impervious surface, parking, and open space are proposed. The proposed site work includes additional drainage pipes to be tied into the existing system. Additional landscape planters are proposed. However, a landscape waiver is required as the proposed landscaping does not include the minimum 30’ landscape buffer along the street frontage.

**Existing Frontage**



**Rendering of Proposed Frontage**



## Chapter 108 Development Review – Staff Analysis:

Chapter 108 provides standards and criteria for development plans. Staff has reviewed the criteria, which are detailed in the staff report and summarized below:

- Stormwater: Applicant proposes additional drainage pipe tie-ins and staff recommends a condition requiring final stormwater plan as part of the permitting process.
- Traffic Circulation: The traffic circulation system is proposed to be altered to remove vehicular traffic and loading from the Duval Street right-of-way and move it on-site. This would reduce congestion on the 0 block of Duval, and reduce the opportunity for conflict between pedestrians/cyclists and vehicles.
- Landscaping: The conceptual landscape plan was reviewed and approved by the Tree Commission. Final landscape plan approval has been issued by the Urban Forester.
  - The Code requires a 30-foot minimum landscape buffer along the street frontage. Staff recommended, and the Planning Board approved, waiver to this requirement.
- Parking: The project will increase the existing parking by two spaces.

Additionally, the project was reviewed by the Key West Fire Department and Building Department at the inception of the project. Staff noted concerns about the existing fire/life safety infrastructure on the site. The Fire Marshall, Chief Building Official, and the applicant worked to come to an agreement about improvements to the fire control system. Staff and the Planning Board recommend inclusion of a condition regarding the site's fire control system which is included in the recommendation section.

## Procurement

No procurement will be required by the City as part of this application.

## Recommendation:

Staff has reviewed the subject application for compliance with all applicable development standards. Based on the review criteria of the Land Development Regulations, staff recommends that the subject application for a major modification to a development plan be **APPROVED** with the following conditions:

Conditions required prior to issuance of a Building Permit.

1. The work shall be consistent with the plans signed and sealed by Steven R. Rossi of Rossi Architecture, dated 9.11.2024. Construction drawings for permitting shall be dated as approved herein, with any proposed revisions (modifications) clearly noted.
2. As a condition of issuance of building permits, the applicant shall provide a complete stormwater plan and soil erosion and sediment control plan that includes a stormwater pollution prevention plan. The plan shall be provided to and approved by the City stormwater engineer.
3. All applicable state or federal permits shall be obtained before commencement of the development.
4. The applicant shall obtain a HARC Certificate of Appropriateness before applying for building permits for any new or modified signage.

General conditions:

5. Within four years of the completion of the lobby renovations permitted pursuant to this resolution, all structures on the property shall be fully sprinkled with an automatic fire sprinkler system as per Life Safety/Florida Fire Prevention Code. As part of the first phase of the construction work, the owner/contractor agrees that the existing fire main water supply shall be connected directly to the City of Key West (FKAA) water supply system, and the system design shall be provided by a state-certified engineer.