



## MEMORANDUM

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Date: August 6, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso  
City Manager

From: Tina Burns  
Housing & Community Development Director

Subject: **24-4121 Request to approve a second amendment to the Declaration of Affordable Housing Restrictions by Bahama Village on Fort , Ltd as the Declarant and acknowledged by the City of Key West to amend and restate the housing restrictions that governs the Occupancy, Sale and Use of the Property for the 28-Condo homeownership resale units located at 710 Fort Street; Providing for an effective date.**

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### **Introduction**

Respectfully request the Naval Properties Local Redevelopment Authority of the City of Key West to approve the second amendment to the Declaration of Affordable Housing Restrictions (Declaration) by Bahama Village on Fort , Ltd as the Declarant and acknowledged by the City of Key West to amend and restate the housing restrictions that govern the Occupancy, Sale and Use of the Property as it pertains to subsection 6 that gives priority to families of four or more members in the household.

### **Background**

The City of Key Commission approved the Ranking of Proposals for RFP #008-21 for the Bahama Village Project to construct deed restricted affordable homeownership units at the location known as the “3.2” acre through Resolution No 21-256 on November 17, 2021. The awarded RFP #008-21 included a Marketing and Tenant Selection that outlined the manner in how the tenants and buyers of said property would be contacted to apply. The Marketing Plan gave precedence and priority to residents already living in Census Tract 9724 also known as Bahama Village and defined within the Bahama Village Community Redevelopment Sub-Area. The residency preference provides applicants who live in a a specific geographical area at he time of application priority over nonresidents.

The Marketing Plan further determined a waitlist process for both rentals and homeownership units for a selection process. The plan included creation of a waitlist based on a chronological date and time the interested party would sign into a portal to be contacted to apply. The interest portal for both rental and homeownership waitlist was opened on September 13, 2023 and closed on August 25, 2024.

The City's Declaration of Affordable Housing Restriction for the Condo homeownership units was originally recorded on July 20, 2022 in the official records of Monroe County in Book 3185, Page 113, imposing the affordable housing restrictions on the twenty-eight(28) residential units. It was later amended to memorialize the updated sales prices restrictions with the investment of the Monroe County Plan Land Authority dollars on November 19, 2024, in the official records of Monroe County Book 3303, Page 479.

This request ensures the established marketing plan that gives priority for buyers currently residing in the Bahama Village geographic census tract 9724 have precedence over non-residents for the initial and subsequent sales of the affordable homeownership properties.

**Procurement**

There are no costs or related expenses associated with this request.

**Recommendation**

Respectfully request the Naval Properties Local Redevelopment Authority of the City of Key West to approve the second amendment to the Declaration of Affordable Housing Restrictions (Declaration) by Bahama Village on Fort , Ltd as the Declarant and acknowledged by the City of Key West to amend and restate the housing restrictions that govern the Occupancy, Sale and Use of the Property as it pertains to subsection 6.