MEMORANDUM

Date: August 6, 2025

To: Honorable Mayor and Commissioners

Via: Katie Halloran
Planning Director

From: Stephanie de la Rosa, Stantec

Subject: **File 25-3561 - Major Development Plan and Landscape Waiver– 1671 Dunlap Drive (RE# 00054250-000000) -** A request for a major development plan approval for the construction of two apartment buildings consisting of 54 units with landscape waivers for requirements along street frontage, for requirements for interior areas of parking lots and parking perimeter landscaping width, on property located within the Medium Density Residential District-1 (MDR-1) Zoning District pursuant to Chapter 108, Section 108-91, and Article III through IX; and Chapter 122, Article IV, Division 3, Subdivision IV.1, Section 108-481, Section 108-413, Section 108-414, and Section 108-415 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida; providing for an effective date.

Introduction

The Major Development Plan application submitted for review and approval is for the construction of two multi-family residential structures, vehicle parking, bike & e-bike parking, and a landscape waiver for the construction of 54 affordable housing units.

Background

The subject property consists of an approximately 21.6 acres parcel owned by the Housing Authority of the City of Key West Florida (KWHA). The parcel contains 145 affordable housing units in 34 multi-family structures which were constructed in the 1960s for military housing. The parcel also contains a 106-unit assisted and supportive living facility known as Poinciana Gardens.

Fifty-four BPAS units were issued via Planning Board Resolution 2024-026.

Request:

This application requests major development plan approval to construct two structures containing the 54 units of infill affordable housing with a mix of one-, two-, and three-bedroom units:
- Building 1: 34 units within 34,970 SF
- Building 2: 20 units within 18,530 SF
The units would be owned and operated by KWHA and subject to the City's affordable housing ordinance.

Analysis:

Staff determined the proposal is in compliance with the Major Development Review criteria listed under Section 108-91(B) (2)(a). Planning staff and the Planning Board, as required by Chapter 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 May 29, 2025, where they recommended approval through Resolution No. 2025-26

A full planning staff analysis is available in the Planning Board staff report.

Other Matters:

N/A

Options / Advantages / Disadvantages:

Option 1:

Approve the major development plan as recommended by the Planning Board through Resolution No. 2025-26.

Option 2:

Deny the major development plan.

Recommendation:

As per Planning Board Resolution No. 2025-26, the Planning Board recommended to the City Commission **Option 1** for the approval of the major development plan. Planning Department staff support Planning Board Resolution No. 2025-26 to approve.