MEMORANDUM

Date: September 3, 2025

To: Honorable Mayor and Commissioners

Via: Katie Halloran
Planning Director

From: Stephanie de la Rosa, Stantec

Subject: **File 25-3709 - Major Development Plan – 1620 Truesdale CT (RE# 00064740-000000) -** A request for a Major Development Plan to allow for the construction of an approximately 8,600 square-foot structure to accommodate assisted living on property located at 1620 Truesdale Court in the Medium Density Residential - 1 zoning district, pursuant to Sections 108-91,108-413, 122-62, and 122-278 of the Land Development Regulations of the City of Key West; providing for an effective date.

Introduction

This Major Development Plan application submitted for review and approval is for the redevelopment of the MARC (Monroe Association for ReMARCable Citizens) social service living program facility located at 1620 Truesdale Ct.

Background

The project area is located within the larger Poinciana Housing development addressed 3401 Duck Avenue. 1620 Truesdale was historically built as a two-story building with four dwelling units as part of the Naval Air Station Key West (NASKW) naval housing. The property was transferred to the City of Key West and is leased to the Key West Housing Authority. The building at 1620 Truesdale houses a Continuum of Care (CoC) social service living program with 4 units totaling 24 beds, with approximately 5,845 sq ft of floor area.

Request:

As part of this project, the existing 2-story, 5,845 sq ft floor area (4 units, 24 beds) is proposed to be redeveloped into a 3- story, 8,645 sq ft floor area (6 units, 18 beds) with landscaping and open space improvements.

Analysis:

Staff determined the proposal is in compliance with the Major Development Review criteria listed under Section 108-91(B)(2). 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 July 17, 2025, where they recommended approval through Resolution No. 2025-037. The project also received final landscape plan approval.

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. 2025-037.

Option 2:

Deny the major development plan.

Recommendation:

As per Planning Board Resolution No. 2025-037, 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. 2025-037 and also recommend approval.