

December 10, 2025

Mr. David Recor, Development Services Director  
City of Pompano Beach  
100 West Atlantic Boulevard  
Pompano Beach, FL 33060

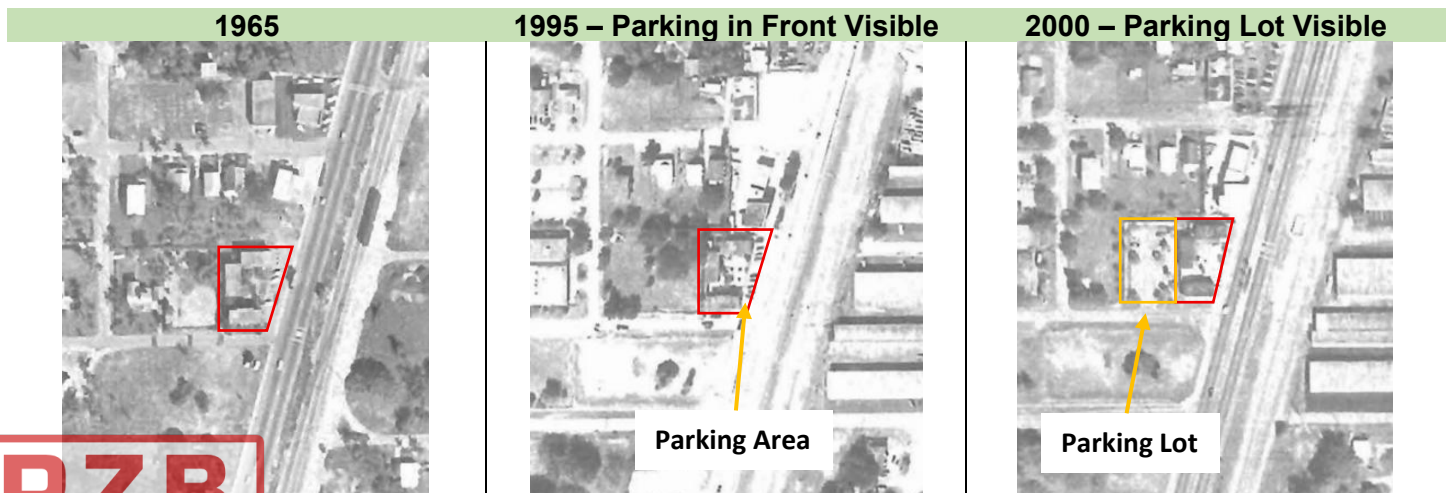
RE: **Project Narrative**  
**Flex Unit Request – Parent Information & Resource Center**  
**Folio: 484235150010**

**Parent Information & Resource Center**  
**Flex Allocation Narrative**

On behalf of Parent Information & Resource Center, Inc (the “Owner”), KEITH is pleased to submit a request for Flex Allocation approval for a low-density apartment complex. The site is located at 817 N Dixie Highway and generally located north of NW 9<sup>th</sup> St, west of N Dixie Highway, south of NW 8<sup>th</sup> Ct, and east of NW 2<sup>nd</sup>.

The 0.88 gross-acre parcel (0.676 net-acre) has a folio number of 484235150010 and is located within the Northwest Community Redevelopment Agency. The parcel has two local Future Land Use Designations of Commercial (C) on the portion of the parcel with buildings and Low Medium (LM) on the portion with the parking lot. The entirety of the parcel is zoned as General Business (B-3). Adjacent properties to the north are zoned as General Business (B-3) and Multiple Family Residence (RM-12), to the south as Multiple Family Residence (RM-20), and to the west as Multiple Family Residence (RM-12).

According to Broward County Aerials (see below) and Building Drawings (Refer to Exhibit A), the buildings on the property were built in the early 1950s. The architectural style and internal layout suggest an initial apartment-residential use. Parking for the units were of a back-out configuration along Dixie Highway until the mid to late 1990s, when the parking lot on the west side of the parcel was built. In the mid to late 2000s, the buildings were converted into offices for the Owner’s current operation. These modifications maintained the separate unit layout and individual access points from the outside. Vehicular access to the property is located on NW 8<sup>th</sup> Ct and has a chain-link sliding gate that is open during the day.



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**PZB**

**PZ25- 05000005**  
**01/28/2026**

The current permitted density by the Future Land Use Designation on the western portion of the parcel (0.435 gross acres) would allow a total maximum of 4.35 units. However, the commercial zoning and future land use on the eastern portion of the parcel prevents the use of those units where the buildings exist. The Owner is proposing to convert the offices, twelve (12) total, back into non-income-restricted apartment units. Each unit would meet the minimum floor area per dwelling unit standards of Section 155.4202.A.2.c. The proposed units will be one (1) bedrooms with a minimum of 575 square feet as outlined in the code. No additional amenities are being proposed as part of this flex application.

Pursuant to Broward County Land Use 2.2.2 and Pompano Beach Code of Ordinances Section 154.61, the applicant is requesting the allocation of 12 flexibility units. These units are not in conjunction with new development, but rather a re-introduction of residential units to existing buildings. Section 154.61(D)(3) of the code exempts this request from the affordable housing provision (Section 154.80) and the deconcentration of poverty provision (Section 154.61(F)) due to the site being less than 1 acre. However, the units are to be offered at market-rate rental pricing and therefore contribute to the deconcentration of poverty.

Below is a continuation of the project narrative which addresses each of the flex review standards established by the City of Pompano Beach. The design team believes competent substantial evidence has been provided to the City to support the development as proposed.

**We find that all of the following standards are met:**

- 1. The property must be located within the city's Flexibility Zone and flexibility, redevelopment units and/or nonresidential flexibility (based on 5% rule) must be available.**

The City of Pompano Beach's comprehensive plan states "Flexibility Zone corresponds to the municipal boundaries upon the adoption of BrowardNext." Since the site is within the City of Pompano Beach boundaries, the site is within the city's flexibility zone. Additionally, the site complies with Policy 01.09.02 of the City's Comprehensive Plan by being located west of the Intracoastal Waterway.

- 2. To be eligible for the allocation of flexibility and redevelopment units the applicant must agree to provide affordable housing units on the application site of any one type or combination of types or pay an in lieu of fee as specified in Code Section 154.80.**

Section 154.61(D)(3) of the code exempts this request from the affordable housing provision (Section 154.80) and the deconcentration of poverty provision (Section 154.61(F)). None of the flexibility units requested plan to be income restricted.

**Additionally, we find that all of the following approval standards are met:**

- 1. Consistency with applicable goals, objectives and policies of the city's Comprehensive Plan and this chapter.**

The request is consistent with the following goals, objectives, and/or policies:

- a. **Goal 01:** The attainment of a living environment which provides the maximum physical, economic and social well-being for the City and its residents through the thoughtful and planned use and control of the natural and man-made environments that discourages urban sprawl, is energy efficient and reduces greenhouse gas emissions.
- b. **Policy 01.03.06:** Consider density and intensity revisions with an emphasis on minimal negative impacts to existing residential areas, particularly single family areas.
- c. **Policy 01.07.18:** Continue to implement the incentives for providing affordable housing per the policies in the Broward County Land Use Plan and/or in the City's land development regulations including the use of density bonuses, flex and redevelopment units for affordable housing and the expedited permit review process for developments primarily aimed at providing affordable housing.
- d. **Policy 01.14.01:** The City shall emphasize re-development and infill, which concentrates the growth and intensifies the land uses consistent with the availability of existing urban services and infrastructure in order to conserve natural and manmade resources.
- e. **Policy 01.14.02:** The City will encourage and implement the use of compact building design principles which preserve more open space, contain mixed use, support multi-modal



transportation options, make public transportation viable, reduce infrastructure costs and take advantage of recycled and sustainably sourced building materials.

- f. **Objective 03.01.00:** The City should provide, through the undertaking or support of public and private development efforts, sufficient housing units through the long range planning horizon to meet the anticipated population through 2040. Provision of these units shall be based on the need for adequate and affordable housing for all segments of the existing and future population including those households with very-low, low, and moderate income and those with special housing needs, including homelessness.

**2. The use of the redevelopment and flexibility units and/or the establishment of nonresidential development within a residential land use designation will produce a reasonable development pattern. The criteria for reasonableness shall include compatibility of adjacent land uses and suitability of the parcel for various development patterns.**

The request, by utilizing existing buildings that have existed in the neighborhood for decades, blends into and is compatible with the existing surrounding neighborhood. The structures, through the nature of its architectural design, appear residential in nature and are not encroaching on any abutting neighbors. The ample availability of parking and a shared courtyard makes for a compelling and reasonable low-scale residential complex.

**3. Any applications for the use of residential flexibility or redevelopment units under this section require a commitment to provide affordable housing units pursuant to subsection (F) below or payment of an in lieu of fee in accordance with § 154.80. Infill properties which are one-acre or less are exempt from this requirement.**

As the parcel is under one acre in size, it is thus categorized as an infill property and is exempt from the affordable housing provision (Section 154.80) and the deconcentration of poverty provision (Section 154.61(F)). None of the flexibility units requested plan to be income restricted.

Lastly, we find that the request is consistent with the City of Pompano Beach's comprehensive plan Policy 01.01.13, which states: "The City shall utilize flexibility units and redevelopment units to increase residential densities within the flex receiving area when consistent with the community character; adjacent land uses; and public school capacity both within Pompano and affected contiguous municipalities; and has undergone a compatibility review relative to potential impacts on Environmentally Sensitive Lands and County or regional parks in accordance with Policy 2.10.01 of the Broward County Land Use Plan."

We look forward to working with the City on this flex application.



**Sebastian Reina**  
**Planner**

