

# Planning Department Project Tasks List 2014

Revised: Wednesday, February 26, 2014

Note: The order of the tasks shown are not intended to indicate a particular priority

Tasks	Description	Status	Notes
<b>Projects</b>			
<b>1 Commercial Redevelopment</b>			
	Permitted and Conditional Uses	<b>COMPLETED</b>	Ordinance Adopted by City Council
	Interconnectivity and Interconnectivity	Scheduled with the Planning Commission	Continued Discussions 12/10/13 to *2/25 Planning Commission Meetings.
	Parking	Pending Scheduling before the Planning Commission	Presentation to be scheduled with the Planning Commission after Intra- and Inter-connectivity is completed.
	Non-Conforming Structures	Pending scheduling before City Council	Present to City Council for Direction. Schedule with Planning Commission after intra-and inter-connectivity is completed.
	Set Backs	Pending scheduling before City Council	Present to City Council for Direction. Schedule with Planning Commission after the completion of Nonconforming Structures.
<b>2 Civic Core\ Community and Cultural Center</b>	Consultant Preparing Conceptual design and Analysis for the Development of a Master Plan	Currently Under City Council's Consideration	Review of Consensus plan Scheduled for the City Council March 4, 2014 meeting.

	Tasks	Description	Status	Notes
3	<b>Planning Commission Sub-Committee Meetings</b>			
		Land Development Code Review	* Meetings scheduled for 3/25/14, 4/22/14 and 5/27/14	
		Capital Improvements Review	* Meeting scheduled for 5/13/14	
		Below Market Rate Housing Review	* Meeting scheduled for 4/8/14	
		Permitting Process Review	Preparing agenda and meeting dates	
4	<b>Sanibel Plan</b>			
		Prepare Sanibel Plan for the Printing of Hard Copies and Its Posting on the City's Web Site	Preparing steps for layout and conversion	Complete all required edits and updates of the Plan
5	<b>Digitized Zoning Maps</b>	Finalize Remaining Official Zoning Maps for Digital Conversion and Approval By City Council (Ecological Zone and Density Maps)	85% Completed	Commence and complete after Sanibel Plan is finished
6	<b>Planning Department Fees</b>			

	Tasks	Description	Status	Notes
		The Department is currently tracking Staff's hours associated with permitting and special projects activities	Provide Monthly Reports of Hours for Fiscal Year 2013-2014	Data collected for a final report and assessment of the department's permitting fees.
7	<b>Zoning Analysis</b>			
		Conduct Zoning and Land use Analysis for Privately Owned vacant lands	On-going	Examples: Bowman's Beach parcel and Lots with Sanibel Highlands, Tarpon Bay and Sanibel Garden Subdivisions
8	<b>Update HOA/Condo Assoc. and Subdivision Contacts</b>	Prepare recommendation for potential Land Development Code Amendment	Schedule after commercial Redevelopment	Present to the Land Development Code Review sub-committee.
9	<b>Resort Housing Unit Size</b>			
		Draft ordinance to permit the maximum size of a resort housing units not to exceed 600 S.F.		Under discussion by City Council.
10	<b>Digitize Planning Docs (Laser Fiche)</b>	Prioritize next-steps for digitizing Planning docs. Including the indexing of Off-island records	On-going	Planning Commission Documents thru 2012 have been scanned
11	<b>Revise LDC 86-43</b>	Revise notifications Requirements for minor development projects and renovations	Schedule after Commercial Redevelopment	Refer to LDC Review Subcommittee
<b>Consultants Projects</b>				
1	<b>Mailbox Structures</b>	Establish new standards for the installation of mailboxes	Assigned	Refer to LDC Review Subcommittee

	<b>Tasks</b>	<b>Description</b>	<b>Status</b>	<b>Notes</b>
2	<b>Civic Core\ Community and Cultural Center</b>	Consultant Preparing Conceptual design and Analysis for the Development of a Master Plan	Preliminary Design completed	Consensus plan to presented at the City Council March 4, 2014 meeting.
3	<b>Taxi Cab Ordinance</b>	Consultant Preparing draft Recommendations	Preliminary Draft completed	Present draft product and recommendations to City Council
4	<b>Pervious Brick Paver Standards</b>	Draft Recommendations for Potential Land Development Code amendments	Preliminary Draft Underway	Develop specific options for application Island wide. Present draft product to City Council
5	<b>FEMA/FIRM MAPS</b>	Review current FEMA FIRM maps for Potential Flood Elevation Revisions	To be Assigned	Draft product and recommendation to be presented to City Council

Note: \* indicates updated status/notes from last report