

Planning Department Project Tasks List 2014

Revised: Tuesday, April 22, 2014

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

	Tasks	Description	Status	Notes
	Projects			
1	Commercial Redevelopment	Permitted and Conditional Uses	COMPLETED	Ordinance Adopted by City Council
		Inter-connectivity and Intra-connectivity	* City Council first reading 5/6/14; second reading 6/3/14	PC discussions 12/10/13 thru 3/11. At conclusion of 3/11 discussion, Planning Com. voted to move the proposed Ordinance and Guidelines to CC, recommending approval. 4/8 Res 14-05 on PC Consent Agenda to forward proposed Ord to Council.
		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 Land Development Code Review Subcommittee and Planning Commission after intra-and inter-connectivity is completed.
		Set Backs	Pending scheduling before City Council	Present to City Council for Direction. Schedule with Land Development Code Review Subcommittee and Planning Commission after the completion of Nonconforming Structures.

	Tasks	Description	Status	Notes
2	Planning Commission Sub-Committee Meetings	Land Development Code Review	Meetings scheduled for 3/25/14 and 4/22/14	3/25/14 LDC Subcom. to reviewed 1) Resort Housing Room Size and 2) Roof Lines Legislation // 4/8/14 PC to review Draft Resolutions (14-06 and 14-07) and proposed Ordinances (14-002 and 14-003) for Resort Housing Room Size and Roof Lines. * Upcoming items: Floating Docks; Brick Pavers.
		Capital Improvements Review	Meeting scheduled for 5/13/14	* Public Works Dept. Director to Attend
		Below Market Rate Housing Review	Meeting scheduled for 5/27/14	* CHR Director and Board Director to Attend
		Permitting Process Review	* Meeting Scheduled for 6/24/14	* Discussion regarding new software application
3	Sanibel Plan	Prepare Sanibel Plan for posting on the City's Web Site	* In progress	Complete all required edits and updates of the Plan. * Convert document into digital format
4	Digitized Zoning Maps	Finalize remaining Official Zoning Maps for digital conversion and approval by City Council (Ecological Zone and Density Maps)	85% Completed	Commence after Sanibel Plan is finished
5	Analysis of Planning Dept. fees	The Department is currently tracking Staff's hours	Provide Monthly	Data being collected for the preparation of a final

	Tasks	Description	Status	Notes
6	Request for Zoning Analysis	Conduct Zoning and Land use Analysis for Privately	On-going	Examples: Bowman's Beach parcel and Lots with
7	Digitize Planning Docs (Laser Fiche)	Prioritize next-steps for digitizing Planning docs. Including the indexing of Off-island records	On-going	Planning Commission Documents thru 2012 have been scanned
8	Revise LDC 86-43	Revise notifications requirements for minor development projects and renovations	* Assigned	Refer to LDC Review Subcommittee with recommendations
Consultants Projects				
1	Mailbox Structures	Standards for the installation of mailboxes	To be assigned	Refer to LDC Review Subcommittee with recommendations
2	Civic Core\ Community and Cultural Center	Consultant Preparing Conceptual design and Analysis for the Development of a Master Plan	Preliminary Design completed	* Conceptual plan adopted at the 4/1/14 City Council meeting.
3	Vehicles for Hire	Consultant preparing draft recommendations	Preliminary draft completed	Present draft product and recommendations at City Council * May 6, 2014
4	Pervious Brick Paver Standards for Residential Uses	Draft recommendations for potential Land Development Code amendments	Preliminary draft completed	Present draft product and recommendations at City Council * May 6, 2014
5	FEMA/FIRM MAPS	Review current FEMA FIRM maps for potential Flood Elevation Revisions	To be Assigned	Draft product and recommendation to be presented at future City Council Meeting

Note: * indicates updated status/notes from last report