



City of Sanibel

800 Dunlop Road
Sanibel, FL 33957

Meeting Agenda - Final Planning Commission

Tuesday, April 14, 2026

9:00 AM

MacKenzie Hall - 800 Dunlop Road

1. Call To Order

2. Pledge of Allegiance (Commissioner Sergeant)

3. Roll Call

- a. Motion to excuse absent member(s):

4. Public Comments on Items Not Appearing on the Agenda

(Maximum time allotted, 20 minutes, with a limitation of 3 minutes per speaker.)

5. City Council Liaison Report

6. Consent Agenda

- a. Adoption of Minutes: March 24, 2026

Attachments: [PC Minutes 032426](#)

7. 9:05 - Public Hearings:

- a. Consideration of an application filed pursuant to Land Development Code Chapter 82, Article III, Division 3, Subdivision V - Conditional Uses, Section 82-201 - Authorization, and Section 82-204 - Application and hearing, for a Conditional Use Permit to allow an institutional use (Santiva Islanders) to operate in unit 11 of Palm Ridge Plaza, located within the TCG - Town Center General Commercial District, at 2330 Palm Ridge Road - tax parcel (STRAP) no. 26-46-22-T2-0030A.0010. The application is submitted by Bernard Arroyo (the applicant), on behalf of Nancy Bass Cooke (the property owner). **Application No. PL20260011.**

Attachments: [7.a. 1 - Staff Report](#)
[7.a. 2 - Attachment A](#)
[7.a. 3 - Attachment B](#)
[7.a. 4 - Attachment C](#)
[7.a. 5 - Attachment D](#)
[7.a. 6 - PowerPoint Presentation](#)
[7.a. 7 - Resolution 26-11](#)

8. Report from Planning Department

- a. Upcoming meeting dates:
 - i. Planning Commission - Tuesday, May 12, 2026
 - ii. Report to City Council - Tuesday, April 21, 2026 - Commissioner Nichols

Attachments: [2026 Planning Commission Dates](#)
[2026 CC Liaison Schedule - approved 012726](#)

- b. Planning Reports
 - i. Planning Permit Review Report

Attachments: [Permits applied 03.01.26-03.31.26](#)
[2024-2026 Permit Review Totals by month](#)

- ii. Planning Projects

Attachments: [Planning Priority Task and Project Matrix](#)

- iii. Plan Application Status Report

Attachments: [Plan Application Status Report](#)

9. Report from Commission Members

- a. Sanibel Plan Update Steering Committee report
- b. Transportation Master Plan Steering Committee report

10. Public Comment

11. Adjournment

“RULES OF CIVILITY FOR PUBLIC PARTICIPATION”

Therefore, Sanibel City Council sanctioned these rules for public participation while conducting meetings and workshops:

1. Speakers are permitted to deliver his or her comments without interruption.
2. Speakers and debates should focus on issues, not on persons or personalities.
3. Persons are encouraged to participate in the governmental process.
4. Sidebar discussions while others are speaking are not permitted in Council Chambers. These discussions are to be removed from the chamber so as not to be disruptive to those conducting and following Council business.
5. Only the speaker recognized by the Chairperson has the floor. Speakers should raise their hand to be recognized. Speakers should identify themselves for the record. Speakers should utilize the microphone so that their comments can be recorded.
6. Anyone wishing to speak on an issue is given an opportunity to speak before speakers are recognized for an opportunity to speak a second time on an issue.
7. We seek to understand one another's points of view.
8. Anger, rudeness, ridicule, impatience and lack of respect for others are not acceptable behavior. Demonstrations in support or opposition to a speaker or idea such as clapping, cheering, booing or hissing or intimidating body language are not permitted in Council Chambers or workshop facilities.
9. We should all take initiative to make things better. Our goal is to foster an environment, which encourages a fair discussion and exchange of ideas without fear of personal attacks.

As modified on January 18, 2019

ALL IN THE CITY OF SANIBEL, LEE COUNTY, FLORIDA

If a person decides to appeal a decision made by the Planning Commission on any matter considered at this meeting/hearing, such person may need to ensure that a verbatim record of the proceedings is made, to include the testimony and evidence upon which any such appeal is to be based.

In accordance with the Americans With Disabilities Act, persons needing a special accommodation to participate in this proceeding, to include hearing impairment, should contact Scotty Lynn Kelly, City Clerk, no later than one day prior to the proceedings at (239) 472-3700. For additional assistance if hearing impaired, telephone the Florida Relay Service at 711.

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City of Sanibel

800 Dunlop Road
Sanibel, FL 33957

Meeting Minutes - Draft Planning Commission

Tuesday, March 24, 2026

9:00 AM

MacKenzie Hall - 800 Dunlop Road

1. Call To Order

The meeting convened at 9:01 AM

2. Pledge of Allegiance (Commissioner Schopp)

Commissioner Schopp led the Pledge of Allegiance.

3. Roll Call

Present: 7 - Chair Paul Nichols, Vice Chair Erika Steiner, Commissioner Tiffany Burns, Commissioner Larry Schopp, Commissioner Kate Sergeant, Commissioner Ken Colter, and Commissioner Lyman Welch

a. Motion to excuse absent member(s):

All commissioners were in attendance.

4. Public Comments on Items Not Appearing on the Agenda

No public comments at this time.

5. City Council Liaison Report

Mayor Miller provided a comprehensive liaison report covering the City Council meetings from March 3rd and 17th. He reported on several land use matters, including the advancement of conditional use permit and variance applications for the CHR Riverview II development on Periwinkle. Both items received first reading and were scheduled for second reading on March 31st.

The Mayor also reported on legislative approvals including a ban on smoking and vaping in city beaches and parks (excluding cigars), and minor changes to milestone inspection rules exempting residential buildings with two habitable stories or less. Council approved rate increases for Island Water Association and formally accepted a \$160,000 Metropolitan Planning Organization grant for 30% design of four-way intersection improvements related to the round-about, with consensus to use funds for topographical survey and potential referendum consideration.

Additional contract approvals included a \$2.5 million Florida Department of Transportation grant for shared use path repairs, architectural services for the new

police station, beach road improvements, sewer collection system design work, and automation improvements for the weirs. Council also discussed speed limits, no passing lanes, and e-bike regulations, asking staff to develop a registration system requiring stickers for island residents and employees to use Class II and III e-bikes on shared use paths.

Commissioners asked questions about roundabout referendum timing and vegetative buffer requirements. The Mayor clarified that referendum language must be submitted by July for November ballot inclusion, and that additional vegetation conditions for the affordable housing project were specific to that application rather than general code concerns.

6. Consent Agenda

a. Adoption of Minutes: February 24, 2026

A commissioner noted a correction needed regarding site visit documentation for agenda item 7a.

Commissioner Welch moved, seconded by Commissioner Steiner to adopt the February 24th meeting minutes correcting the site visit notation for Commissioner Welch. The motion carried.

7. 9:05 - Public Hearings:

a. Consideration of a resolution recommending that City Council adopt an ordinance amending the Code of Ordinances to allow revisions to the vegetation buffer standards for commercial and institutional uses, Subpart B Land Development Code, Chapter 122, Article II Landscaping, Division 2 Commercial and Institutional Uses, Section 122-49 - Types, varieties and numbers of plants required, Section 122-50 - Installation standards, Section 122-51 - Maintenance standards, for the purpose of updating the Land Development Code regulations.

Director McMichael read the title of the item into the record.

Dana Dettmar from Natural Resources presented proposed revisions to commercial and institutional buffer standards. The changes were developed with input from a working group including Sanibel Captiva Conservation Foundation (SCCF) and landscape architect Leigh Gevelinger, focusing on reducing plant quantities while maintaining screening effectiveness and improving plant survival rates. The modifications account for a 2-3 year growing period rather than immediate dense screening, which should result in better plant structure and storm resilience.

Commissioners identified several technical corrections needed in the draft language, including referenced corrections and typographical errors.

Attorney Agnew listed the following changes:

- Section 122-49 Subsection B correcting the reference to 112-49 Subsection 1 (a).

- c.)
- Section 122-49 Subsection E. the reference to DPH correcting to DBH
- Section 122-49 Subsection F. correcting the misspelling of the word 'large'
- Section 122-49 Subsection G. Changing the reference to a.1, b.2, c.3 to simply a. and b.
- Section 122-50 Subsection F. Correcting the misspelling of the word 'vegetation'
- Section 122-51 Subsection B. Create consistency so that all 'state of emergencies' read as 'state of local emergencies'

The discussion covered concerns about enforcement of buffer requirements, with staff explaining that property owners are not prevented from opening while working on phased buffer compliance. Commissioner Sergeant asked about hedge installations, and staff confirmed that five different species are required but can be arranged to accommodate hedge designs.

Commissioner Colter requested that visual renderings from previous presentations be included when the item goes to City Council to help illustrate the differences between current and proposed standards.

Commissioner Welch moved, seconded by Commissioner Sergeant, to approve Resolution 26-09 with amendments to correct various technical references, typographical errors, and scrivener's errors as discussed. The motion carried by unanimous vote.

- b.** Consideration of a resolution recommending that City Council adopt an ordinance amending the Code of Ordinances to allow accessory structures in front yards, except for accessory storage structures, subject to front setback requirements with limited exceptions, Subpart B Land Development Code, Chapter 126, Zoning, Article XIV - Supplementary District Regulations, Division 2 - Accessory Structures, Subdivision I - in General, Section 126-852 - Requirements, and Section 126-853 - Front Yards, for the purpose of updating the Land Development Code regulations.

Ms. McMichael read into the record the title of item 7(b) and further explained this draft clarifies and addresses inconsistent application of front yard accessory structure regulations. The revision adds specific language prohibiting accessory storage buildings in front yard areas while allowing other accessory structures like walkways, utilities, and signage with proper setbacks.

Commissioner Colter temporarily left the meeting at 9:42 a.m. and returned at 9:45 a.m.

Commissioner Welch noted technical corrections needed for consistency, suggesting "accessory structures" terminology throughout rather than mixing "buildings" and "structures." The commission discussed adding "little free libraries" to the permitted exceptions, with dimensions not to exceed 36 inches by 36 inches by 12 inches deep. Discussion ensued regarding fencing, Ms. McMichael confirmed that fences would continue to be regulated under existing fence code provisions.

Commissioner Welch moved, seconded by Commissioner Colter, to approve Resolution 26-06

with amendments to change references from 'buildings' to 'structures' throughout both sections, add little free libraries as permitted accessory structures with specified dimensional limits, and make other technical formatting corrections as discussed. The motion carried by unanimous vote.

- c. Consideration of a resolution recommending that City Council adopt an ordinance amending the Code of Ordinances to allow an exception for building design and construction for below market rate housing and remove an obsolete restriction relating to flat roofs, Subpart B Land Development Code, Chapter 86, Development Standards, Article III - Residential, Division 3 - Unified Residential Housing (Cluster Housing) and Multifamily Housing, Subdivision III - Multifamily Housing, Section 86-164 - Limitations on Principal Buildings, for the purpose of updating the Land Development Code regulations.

Planning Director McMichael read into the record the title of item 7(c).

Vice Chair Steiner recused herself due to potential bias regarding below market rate housing matters.

Planning Director McMichael explained the proposed changes to Section 86-164, which currently limits multifamily buildings to no more than two dwelling units vertically except in resort housing districts. The proposal would add an exception for below market rate housing developments and remove the obsolete flat roof prohibition to align with updated architectural standards.

Commissioner Schopp expressed opposition to the below market rate housing exception, arguing it could allow CHR to build three-story structures throughout commercial districts without limitation, potentially affecting the island's small-town character. He noted the Riverview projects would increase CHR's housing by approximately 50% and suggested such developments should require variances rather than being permitted as a matter of right. Commissioner Welch supported Commissioner Schopp's concerns about timing, noting the Riverview 2 variance was pending before City Council.

Public Comment:

- Nicole McHale, CHR's Executive Director - emphasized the community's workforce housing needs

- Rachel Beilert - discussed the challenges facing business owners trying to provide employee housing

Commissioner Welch moved, seconded by Commissioner Schopp, to approve Resolution 26-07 with the change to delete the proposed "below market rate housing development" exception, keeping only the flat roof provision changes. Commissioner Schopp seconded the motion. The motion carried by a vote of 6-0 with Vice Chair Steiner recused.

Recused: 1 - Vice Chair Erika Steiner

- d. Consideration of a resolution recommending that City Council adopt an ordinance amending the Code of Ordinances to allow a limited exception to height limitations for elevation of existing structures, Subpart B, Land Development Code, Chapter 126, Zoning, Article V, Nonconformances, Division 3, Structures, Section 126-172 - (Nonconforming structures) improvement, reconstruction or relocation prohibited;

exceptions; and Division 5, Standards for Building-Back (Reconstruction) of Structures Substantially Damaged by a Natural Disaster, Section 126-212 - Nonconforming Structures, for the purpose of updating the land development code regulations.

Planning Director McMichael read into the record the title of item 7(d).

Senior Planner Savannah White explained this provision addresses elevation of nonconforming structures, particularly as build-back provisions expire in December 2026. The change allows nonconforming structures to be elevated up to 10 feet above predevelopment grade even if it increases nonconformity with height or angle of light standards, supporting voluntary resilience improvements.

Commissioners requested language clarification to ensure the provision clearly allows elevation for resilience purposes rather than just minimum code compliance. Attorney Agnew suggested revised wording to clarify that structures nonconforming with elevation requirements may be elevated up to 10 feet even if such elevation increases nonconformity with other height standards.

Commissioners questioned the continued nonconforming status after elevation, and staff confirmed that while structures might become conforming with flood requirements, they could remain nonconforming regarding height and angle of light standards.

Commissioner Welch moved, seconded by Commissioner Sergeant, to approve Resolution 26-08 with language changes in Section 126-172A3 as proposed by Attorney Agnew to clarify the elevation exception provisions. The motion carried by unanimous vote..

- e. Consideration of an application for the revision of an approved preliminary plat pursuant to Land Development Code Chapter 82, Article IV, Division 2, Subdivision III - Long-Form, Section 82-421(1), Section 82-422 - Scheduling and notice, and Chapter 114, Article II, Division 5, Section 114-106 - Preliminary plat, to amend allocated impermeable coverage for lots 1 through 6 at a Unified Residential Housing (Cluster Housing) development known as “Coastal Creek” subdivision. The subject properties are located at tax parcel (STRAP) no. 13-46-21-T2-00002.2000 and 13-46-21-T2-00002.4000. The subject application is submitted by Brian Smith, Ensite Inc. (the applicant), on behalf of Buckingham 225 Development Inc. (Daniel W. Dodrill) (the property owner). Application No. SPLT-2022-000074.

Planning Director McMichael read the item into the record. Deputy City Clerk Hicks polled Commissioners for ex-parte, site visits and conflicts.

- Chair Nicols Site Visit No Ex-parte No Conflict
- Vice Chair Steiner Site Visit No Ex-parte No Conflict
- Commissioner Burns Site Visit No Ex-parte No Conflict
- Commissioner Colter No Site Visit No Ex-parte No Conflict
- Commissioner Schopp No Site Visit No Ex-parte No Conflict
- Commissioner Sergeant Site Visit No Ex-parte No Conflict
- Commissioner Welch No Site Visit No Ex-parte No Conflict

Commissioner Welch explained his previous public opposition to the Coastal Creek development due to contamination concerns but stated he could evaluate this limited revision objectively. Commissioner Colter temporarily left the meeting at 10:55 AM and returned at 10:57 AM

Chair Nicols temporarily left the meeting at 10:59AM and returned at 11:03AM

Planning Director McMichael explained that the approved preliminary plat contained incorrect impermeable coverage allocations that didn't match code-permitted maximums. The revision corrects the table to show maximum permitted developed area of 46,618 square feet and impermeable coverage of 40,931 square feet while maintaining compliance with all ecological zone requirements and previous approval conditions. Applicant Bryan Smith from InSight confirmed this was purely an administrative correction with no changes to the physical development, which has already been constructed and certified. He noted they used higher impermeable calculations (44,800 square feet) for their South Florida Water Management District permit and provided 3.5 times the required stormwater treatment capacity.

Public comment:

- Marsha Ellis and Gayle Dendinger - raised concerns about PFAS contamination on the former wastewater site and potential impacts to neighboring Heron's Landing. They referenced new scientific studies showing elevated PFAS levels and questioned whether increased impermeable coverage might affect water runoff and contamination issues.

Attorney Agnew clarified that the commission's scope was limited to the impermeable coverage revision, as the development had already been approved and constructed. Whether the revision was approved or denied, the same six homes would be built; the only question was the maximum allowable impermeable coverage on each lot.

Commissioners noted that staff had reviewed and supported the proposed coverage calculations, and the applicant had demonstrated conservative design practices with their water management systems. Commissioner Colter pointed out that the lake in question belongs to Heron's Landing, not the Coastal Creek development.

Public Comment:

- Marsha Ellis - General Opposition
- Gayle Dendinger - Water run-off flow, feels testing was not properly done

Commissioner Welch moved, seconded by Commissioner Sergeant to approve Resolution 26-10 with all previous conditions remaining in effect and authorizing the Chair to execute the resolution. The motion carried by unanimous vote.

10. Report from Planning Department

- a. Upcoming meeting dates:
 - i. Planning Commission - Tuesday, April 14, 2026
 - ii. Report to City Council - Tuesday, April 21, 2026 - Commissioner Nichols

- b. Planning Reports
 - i. Planning Permit Review Report

 - ii. Planning Projects

 - iii. Plan Application Status Report

 - iv. Introducing Ashlee Painter, Chief Resiliency Officer

Planning Director McMichael announced the next meeting date of April 14, 2026, and that Commissioner Nichols would provide the City Council report on April 21st.

Chief Resilience Officer Ashlee Painter introduced herself and her role in long-term climate resilience planning. She outlined current projects including a vulnerability assessment examining flooding, sea level rise, and storm surge impacts, and upcoming adaptation planning with a public workshop scheduled for May. She also described work on a strategic energy plan with a public workshop on April 20th from 6-8 PM at the Community House, and announced an Earth Day fair on April 18th at Community Park from 9 AM-12 PM.

Commissioners asked clarifying questions about workshop dates and received information about the steering committee update.

11. Report from Commission Members

Transportation Plan Steering Committee Member, Erika Steiner, reported on an upcoming public workshop scheduled for March 26th starting at 6:30 PM at the Community House, encouraging public participation in transportation improvement discussions.

Sanibel Master Plan Update Committee Member, Larry Schopp reported on technical presentations covering water supply and treatment, with excellent staff and Island Water Association participation providing valuable input for consultants.

Commissioner Schopp expressed frustration about Governor DeSantis signing Senate Bill 290 preempting local gas-powered leaf blower bans, which would allow their return as of July 1st despite previous local efforts for noise abatement and health protection.

Commissioner Steiner reflected philosophically on the challenges of balancing rights between existing neighborhoods and new developers, encouraging dialogue between parties in development processes.

Commissioner Colter reported unprecedented public contact regarding the CHR building project and sought clarification about potential city financial obligations if construction costs exceeded budget. The City Attorney confirmed the city has no obligation to contribute additional funds for cost overruns.

13. Public Comment

Public comment:

- Marsha Ellis - General opposition of Coastal Creek item

14. Adjournment

There being no further business, the meeting adjourned at 11:52 AM.



City of Sanibel Planning Commission

Planning Department Staff Report

Planning Commission Meeting: April 14, 2026

Application Number: PL20260011

Applicant: Bernard Arroyo

Address: 2330 Palm Ridge Road

PUBLIC HEARING DESCRIPTION

Consideration of an application filed pursuant to Land Development Code Chapter 82, Article III, Division 3, Subdivision V. - Conditional Uses, Section 82-201. - Authorization, and Section 82-204. - Application and hearing, for a Conditional Use Permit to allow an institutional use (Santiva Islanders) to operate in unit 11 of Palm Ridge Plaza, located within the TCG- Town Center General Commercial District, at 2330 Palm Ridge Road - tax parcel (STRAP) no. 26-46-22-T2-0030A.0010. The application is submitted by Bernard Arroyo (the applicant), on behalf of Nancy Bass Cooke (the property owner). **Application No. PL20260011.**

ISSUES

Pursuant to Sanibel Code Section 82-202. – Requirements and Section 82-203 – Conditions, the subject application has been referred to the Planning Commission to address the following issues:

1. Does the proposed development comply with the general requirements of a conditional use provided in Sanibel Code Section 126-82 – general requirements?
2. Does the proposed development comply with the specific requirements provided in Sec. 126-33- Institutional uses?
3. If the Planning Commission approves the application, what additional conditions should be required?

ATTACHMENTS

A	Applicant’s narrative response to general requirements (Sec. 126-82) and specific requirements (Sec. 126-33)
B	Applicant’s executive summary
C	Site Plan
D	Floor Plan

BACKGROUND

The subject property located at 2330 Palm Ridge Road is an approximately 3.1-acre parcel developed as Palm Ridge Plaza. The parcel is situated at the intersection of Palm Ridge Road, Periwinkle Way, and Wooster Lane, with a shared-use path along the south, east, and north property boundaries. Surrounding uses include commercial development to the north across Wooster Lane, as well as to the south across Periwinkle Way, and to the east and west.

Palm Ridge Plaza is located within the Town Center General (TCG) Commercial District and the G – Altered Land Zone. The plaza contains a mix of uses, including a restaurant, offices, an art gallery, and a health clinic. The property also provides direct access through two inter-connectivity paths to the shared-use path for cyclists and pedestrians.

PROPOSAL

The applicant is requesting approval of a conditional use permit to establish a nonprofit organization (institutional use), known as Santiva Islanders, within Unit 11 of the Palm Ridge Plaza commercial center. The proposed use will function as a senior center, promoting health and wellness, as well as educational, social, and recreational opportunities for older adults on Sanibel, Captiva, and surrounding areas. Previously, a senior center known as Center 4 Life operated within the City Civic Center at 2401 Library Way; however, that structure was demolished in 2024 following Hurricane Ian.

The applicant seeks change of use from a permitted use (retail) to an institutional use (senior center), pursuant to Sec. 126-512, Sec. 126-82, and Sec. 126-33, at Unit 11 of Palm Ridge Plaza, a 945 square foot unit.

A copy of the applicant's responses to the general requirements for conditional uses in Sec. 126-82 and the specific requirements for institutional uses in Sec. 126-33 is included as **Attachment A**. The applicant has also prepared a detailed parking generation study for vehicular and bicycle traffic, also included in **Attachment A**, with a breakdown of common events held by the Santiva Islanders and the average number of participants. The applicant's executive summary is included as **Attachment B**. A copy of the site plan is included with this report as **Attachment C**.

ANALYSIS

Staff reviewed the subject application relative to general requirements of a conditional use in Section 126-82 and specific requirements of institutional uses in Section 126-33. The tables below includes references of notable standards and staff review notes.

Table 1: Consistency with the Sanibel Code General Requirements of a Conditional Use

Sanibel Code Requirement	Staff Comments
<p>Sec. 126-82 (a). The proposed development shall be compatible with surrounding uses and shall not negatively impact public health, safety, welfare, or traffic beyond what is typical for permitted uses.</p>	<p>Staff finds the proposed use is compatible with the surrounding uses in the mixed use plaza within the City’s town center.</p>
<p>Sec. 126-82(b). A request for conditional use approval shall be accompanied by a site development plan prepared in accordance with the requirements of subsection 82-382.</p>	<p>The site plan submitted with this application satisfies this requirement for the use proposed.</p>
<p>Sec. 126-82(c). In reviewing requests for conditional uses, the planning commission may impose, as necessary, conditions to protect adjacent or nearby parcels and in furtherance of the public interests, with regard to location, design, intensity of use, architectural treatment, siting, landscaping, maintenance, and operation of the uses.</p>	<p>Staff’s recommended conditions are listed at the bottom of this staff report, for Planning Commission’s consideration.</p>
<p>Sec. 126-82(d). The proposed use shall be coordinated with adjacent developments, including shared access, parking, and infrastructure where feasible.</p>	<p>The proposed use will be located within an existing plaza that shares parking with the other existing businesses. The applicant has prepared a detailed parking generation study including vehicle and bicycling parking. The property currently has ~135 parking spaces and racks to accommodate 20-25 bikes.</p>
<p>Sec. 126-82(e). The Planning Commission shall consider the site’s size and configuration to ensure it can accommodate appropriate building placement, efficient vehicular and pedestrian circulation, compatibility with surrounding uses, and minimize the need for additional off-site transportation improvements.</p>	<p>Staff finds that this general requirement is satisfied, as the commercial building is already established and no expansion of the existing structure or its configuration is proposed.</p>
<p>Sec. 126-82(f). The Planning Commission shall evaluate consistency with the Sanibel Plan; compatibility with uses on-site and surrounding properties; and whether the proposed intensity of development is appropriate for the site and nearby area.</p>	<p>Staff finds that the proposed conditional use application is consistent with the Sanibel Plan, specifically Section 3.6.2 as it relates to commercial development and Section 3.3.7 as it relates to a senior center. Additionally, the proposed conditional use application demonstrates compliance with internal compatibility, external compatibility, intensity standards, environmental considerations, and off-street parking requirements.</p>

Table 2: Consistency with the Sanibel Code Specific Requirements of Institutional Use

Sanibel Code Requirement	Staff Comments
<p>Sec.126-33(a)(1)-(2). Institutional uses shall provide a landscaped buffer adjacent to residential zones to ensure adequate screening, and the site shall be otherwise appropriately landscaped.</p>	<p>A small portion of the subject property abuts CHR-property (Loggerhead Way) along Wooster Ln but is separated by dense vegetation. The subject property also has an approved vegetation waiver (WVR-2021-000017) that is pending installation. Pursuant to Section 122-46, the Planning Commission may waive the landscape buffer requirements of Chapter 122, Article II, Division 2 for institutional uses where the proposed development, addition, expansion, or change of use does not result in an increase in the developed area.</p>
<p>Sec.126-33(a)(3). Only those principal and accessory uses specifically approved as part of the conditional use shall be permitted on the property.</p>	<p>Condition #2 lists the specific principal and accessory uses being approved with this request.</p>
<p>Sec.126-33(a)(4). The Planning Commission may allow increased impermeable surface coverage and vegetation clearance for certain institutional uses, subject to findings related to parking demand, frequency of use, and roadway access.</p>	<p>Staff finds that this general requirement is satisfied, as the commercial building is already established and no expansion of the existing structure or its configuration is proposed. Permit DP-2025-021270 has been approved to replace shell parking area with pervious pavers. The approved plan incorporates improved inter-connectivity to the SUP.</p>
<p>Sec.126-33(b). Institutional uses may include incidental residential units (e.g., employee housing), provided they comply with applicable density, occupancy, and code requirements.</p>	<p>N/A</p>

PUBLIC COMMENT

Staff has not received any public comment on this item as of April 8, 2026.

RECOMMENDATIONS AND CONDITIONS

Staff has made the following findings in support of its recommendations:

- Staff finds the proposed use (with recommended conditions) complies with all general requirements for conditional uses (Sec. 126-82).
- Staff finds the proposed use complies with all specific requirements of institutional uses (Sec. 126-33).
- Staff recommends additional conditions related to vegetation buffers and bike parking facilities due to the location directly adjacent to the shared use path.

Staff, therefore, recommends approval of application PL20260011 subject to the following conditions:

1. Palm Ridge Plaza, Unit 11 (approximately 945 square feet of commercial floor area), is approved for institutional use (Santiva Islanders).
2. Accessory uses associated with the senior center shall be clearly incidental and subordinate to the primary use, including but not limited to:
 - a. Meeting and event activities for civic, educational, and social purposes.
 - b. Recreational, wellness, and educational programs.
3. Such uses shall not result in operational characteristics (including but not limited to traffic generation, noise, or hours of operation) that exceed those evaluated as part of this approval, unless otherwise reviewed and approved by the Planning Commission. A Business Tax Receipt shall be obtained prior to the commencement of operations.
4. No on-site food preparation shall be permitted as part of this approval. Any proposal for on-site food preparation shall require additional review and approval by the Planning Commission.
5. A permit shall be obtained for any proposed signage.
6. A change of use (occupancy) permit shall be obtained prior to operation to implement the approved conditional use and associated conditions.
 - a. The permit application shall include a site plan identifying additional bicycle parking racks sufficient to accommodate 15–20 bicycles.
 - b. The permit application shall include a floor plan demonstrating compliance with ADA requirements.
 - c. The unit shall receive approval from the Sanibel Fire Marshal prior to issuance of the certificate of occupancy.
7. The approved vegetation buffer, approved via WVR-2021-000017, shall be installed in accordance with the approved plans within 12 months of this approval.
8. All exotic plant species shall be removed from the subject property, including but not limited to Brazilian pepper (*Schinus terebinthifolius*), melaleuca (*Melaleuca quinquenervia*), earleaf acacia (*Acacia auriculiformis*), lead tree (*Leucaena leucocephala*), Java plum (*Syzygium cumini*), air potato (*Dioscorea bulbifera*), and scaevola species. The property shall be maintained free of such species in perpetuity.

Conditions contained herein are in addition to the requirements of the Sanibel Code. The applicant is required to comply with all regulations of the City of Sanibel. Some conditions stated herein reflect the current code requirements applicable at the time of approval of this permit. After the issuance of the completion certificate for this development or upon expiration of the development permit, any subsequent development or change of use for the parcel must comply with the regulations in effect at that time.

Organization Description — Island Seniors, Inc. (d/b/a Santiva Islanders)

Island Seniors, Inc., operating as the Santiva Islanders, is a nonprofit organization incorporated in the State of Florida and dedicated exclusively to advancing the health, wellness, educational, social and recreational needs of senior adults residing in and visiting Sanibel, Captiva, and the surrounding communities.

The organization's participant base is overwhelmingly senior in nature, with more than 97% of active participants aged 62 years or older. Programs are designed to address the well-documented physical, mental, and social needs of older adults, including combating the epidemic of social isolation identified in the 2023 U.S. Surgeon General's Advisory on Loneliness and Isolation.

History and Charitable Purpose

Founded in 1992, Island Seniors, Inc. was established to support the City of Sanibel's Center 4 Life senior program through volunteer coordination, program guidance, and financial contributions. This public-private partnership served the senior community of Sanibel and Captiva for nearly three decades.

Following two significant community disruptions — the COVID-19 pandemic and the catastrophic destruction caused by Hurricane Ian in 2022 — the City of Sanibel discontinued its Center 4 Life senior program. Recognizing the profound and urgent need for continued senior services in the aftermath of these events, the Board of Directors of Island Seniors, Inc. resolved to independently sustain the organization's charitable mission of serving older adults in the community with assistance from various other nonprofit organizations on the island.

The need for the organization's services has never been greater. Hurricane Ian caused widespread displacement, loss, and trauma among the island's senior population. Social isolation, diminished access to wellness resources, and the erosion of community support networks have created measurable hardship for older adults throughout the Sanibel-Captiva area. Island Seniors, Inc. exists to directly address these documented community needs.

Programs and Services

Island Seniors, Inc. will deliver its charitable mission through the following program areas:

Health and Wellness Programming: The organization offers ongoing exercise classes and fitness programming specifically designed for older adults, targeting physical health,

mobility, balance, and fall prevention — all critical health concerns for the senior population. These programs are provided at low or no cost, with financial assistance available to those in need.

Educational Programming: The organization plans to conduct seminars, workshops, and educational sessions on topics of direct relevance to senior adults. These programs advance the organization's educational exempt purpose and serve the broader public interest.

Social Connection and Community Programming: Consistent with the findings of the U.S. Surgeon General regarding the public health crisis of loneliness and social isolation, the organization provides structured social programming — including group activities, discussion groups, and community gatherings — specifically designed to reduce isolation among older adults and promote mental and emotional wellbeing.

Recreational Programming: Recreational activities are offered, providing opportunities for active engagement that support physical and mental health outcomes among senior participants.

Physical Facility

To further advance its charitable mission, Island Seniors, Inc. intends to establish a permanent senior center at 2330 Palm Ridge Drive, Unit 11, Sanibel, FL 33957. This facility will serve as a dedicated community hub for the delivery of health, wellness, educational, and social programming for older adults.

Community Impact

The organization currently serves more than 250 active participants and continues to grow in response to documented community needs. Island Seniors, Inc. has been an integral part of island life for more than 30 years and remains committed to delivering meaningful, measurable charitable benefit to the senior population of Sanibel, Captiva, and the surrounding region.

Appropriateness of Island Seniors Inc., as an Institutional Use located within the Palm Ridge Plaza, Under Sec. 126-33

Compliance with Subsection (a): Conditional Use Requirements

The conditions in subsection (a) are designed to mitigate potential impacts on adjacent properties and support aesthetic and functional harmony within the zoning district. The Palm Ridge Plaza readily meets these standards through thoughtful site planning and design:

1. Landscaped Buffer Strip and Screening from Residentially Zoned Properties (1): The Palm Ridge Plaza incorporates a landscaped buffer strip along Wooster Lane (the only adjacent residential area) adjoining residential zones to provide visual and acoustic screening. This includes native plantings all along Wooster Lane. This creates a natural barrier that obscures views of parking areas, building facades, or outdoor activity spaces from the handful of neighboring homes on Wooster Lane.
2. Overall Lot Landscaping (2): The entire property of the Palm Ridge Plaza is landscaped and promotes an inviting and sustainable environment. This includes various types of native plants such as sea grape trees, cabbage palms, as well as an abundance of large shade trees for outdoor activities.
3. Limitation to Approved Uses (3): The Island Seniors Inc., would strictly adhere to the principal and accessory uses specified in the conditional use approval. Principal uses would include activities related to social, education and recreational activities that are related to the mission of the organization. No unrelated commercial activities, such as retail sales, would be allowed, ensuring the facility remains focused on its institutional purpose.
4. Special Provisions for Impermeable Surfaces and Vegetation Clearance (4) (a), (b) & (c) – This section is not applicable.

Compliance with Subsection (b): Conditional Use Requirements

1. Relevance of Subsection (b): Integration of Incidental Dwelling Units – This section is not applicable.

Adherence of a Senior Center in Palm Ridge Plaza, Sanibel, Florida, to Sec. 126-82 General Requirements

The establishment of Island Seniors Inc. within Palm Ridge Plaza, located at 2330 Palm Ridge Road unit #11 on Sanibel Island, Florida, represents a community-focused institutional use that has been operating in some form or fashion on Sanibel since 1992. The Palm Ridge Plaza, an established commercial hub featuring The Sanibel Deli, an art gallery, vacation

rental services, business offices and other small home remodeling businesses, provides an ideal setting for a senior center due to its central location and existing infrastructure. Sanibel Island's emphasis on preserving natural beauty, supporting tourism, and enhancing resident quality of life further complements the senior center's purpose of offering recreational, social, and wellness programs for active adults. Below, we demonstrate how this application meets each general requirement, ensuring minimal impact while advancing public welfare.

Compliance with Subsection (a): No Adverse Effects on Compatibility, Health, Safety, Welfare, Traffic, and Community Goals

The Island Seniors Inc. would enhance compatibility with surrounding sites in Palm Ridge Plaza and adjacent areas, which include commercial retail spaces and nearby residential neighborhoods typical of Sanibel's mixed-use environment. As a non-profit and community-oriented facility, it would integrate harmoniously with existing businesses, fostering a vibrant, intergenerational community space without introducing high-intensity commercial activities. For instance, the center's extremely popular evening social gatherings— which can garner 50 to 70 individuals— occur during evening hours, opposite the plaza's primary operational hours thus avoiding any conflicts with parking.

Regarding health, safety, and welfare, the Island Seniors Inc. directly supports Sanibel's community goals by addressing the needs of an aging population on the island, where residents and visitors are retirees seeking accessible services. It would promote physical and mental well-being through its wide range of activities, thereby contributing positively to public health objectives.

On traffic flow, the Island Seniors Inc benefits from a rebuttable presumption of no significant adverse effects, as per the ordinance. Located on Palm Ridge Road—a connector road on Sanibel—the plaza already accommodates moderate vehicular activity from shoppers and service visitors. The Island Seniors Inc. anticipated traffic would be modest, as many of our members carpool and/or bicycle to the center between the hours of 9 am and 5 pm. General activities that would occur during those hours include Lunch gatherings, card playing, game days, Mahjong, exercise class, Book Club, and various other similar activities. These activities occur throughout the day and the typical attendance for these activities can range from five individuals to thirty individuals. On average our activities will be 15-20 individuals. We anticipate the typical use of parking spaces to be approximately ten spaces most days.

Parking Generation Study: Analysis of Demand at 2330 Palm Ridge Drive Plaza

This parking generation study evaluates vehicle parking demand at the commercial plaza located at 2330 Palm Ridge Drive, Sanibel, FL 33957. The plaza encompasses 20,700 square feet of gross floor area (GFA), featuring a mix of primarily offices, restaurant, art gallery and urgent care center. Data collected for this analysis was conducted on February 17, 2026, during a standard weekday between 9:00 AM and 5:00 PM, focusing on stationary vehicles to determine peak hour accumulation, average occupancy, and implications for future development. Bicycle counts were also recorded.

Methodology

The data collection involved volunteers recording license plates of parked vehicles and bicycles every 15 minutes via perimeter walks around the building, ensuring comprehensive coverage of all parking areas. This method allows for accurate occupancy counts and basic turnover insights (changes in license plates between intervals). Current land use breakdowns (details by each unit # are in the Appendix) are:

- Office: 14,457 sq ft
- SBV (assumed office): 3,025 sq ft
- Restaurant: 2,305 sq ft (Sanibel Deli)

Total 20,700

- Institutional (proposed conversion): 913 sq ft
- Vacant (office): 5,823 sq ft

Results

Occupancy fluctuated with business hours, peaking mid-afternoon. Key metrics:

- **Peak Hour Occupancy**: 34 vehicles (1:00–2:00 PM interval).
- **Average Occupancy**: 26 vehicles per 15-minute interval.
- **Occupancy by Interval**:

| Time Interval | Parked Vehicles |

| 0900-0915 | 18 |

| 0915-0930 | 22 |

0930-0945	27	
0945-1000	27	
1000-1015	31	
1015-1030	26	
1030-1045	32	
1045-1100	28	
1100-1115	33	
1115-1130	33	
1130-1145	32	
1145-1200	26	
1200-1215	26	
1215-1230	34	
1230-1245	32	
1245-1300	28	
1300-1315	31	
1315-1330	35	
1330-1345	37	
1345-1400	33	
1400-1415	29	
1415-1430	26	
1430-1445	29	
1445-1500	30	
1500-1515	18	
1515-1530	19	
1530-1545	20	
1545-1600	16	

1600-1615	19	
1615-1630	17	
1630-1645	14	
1645-1700	14	

- ****Turnover Analysis****: Moderate churn observed, with average arrivals/departures of ~5–7 vehicles per 15-minute interval during peak hours (calculated from license plate differences). Overall turnover rate ~20% per hour, indicating a mix of short- and long-stay users.

Bicycle occupancy showed distinct midday peaks, reflecting use for the Deli. There are several bicycle racks in front of the Deli. Existing bicycle racks can accommodate 20- 25 bicycles. Key metrics:

- **Peak Count**: eight bicycles (occurred multiple times between 12:15–1:00 PM).
- **Minimum Count**: zero bicycles (3:30–4:00 PM).
- **Average Count**: Approximately 2.9 bicycles per interval (total observations: ninety-two bicycles across thirty-two intervals/8 hours).

Analysis and Implications

The observed peak hour of thirty-four vehicles for 13,964 sq ft occupied space yields an empirical rate of 2.43 vehicles per 1,000 sq ft, aligning closely with ITE office benchmarks (2.39 average). The overall peak hour parking rate is fairly low especially considering the restraint use makes up 16% of the currently occupied space.

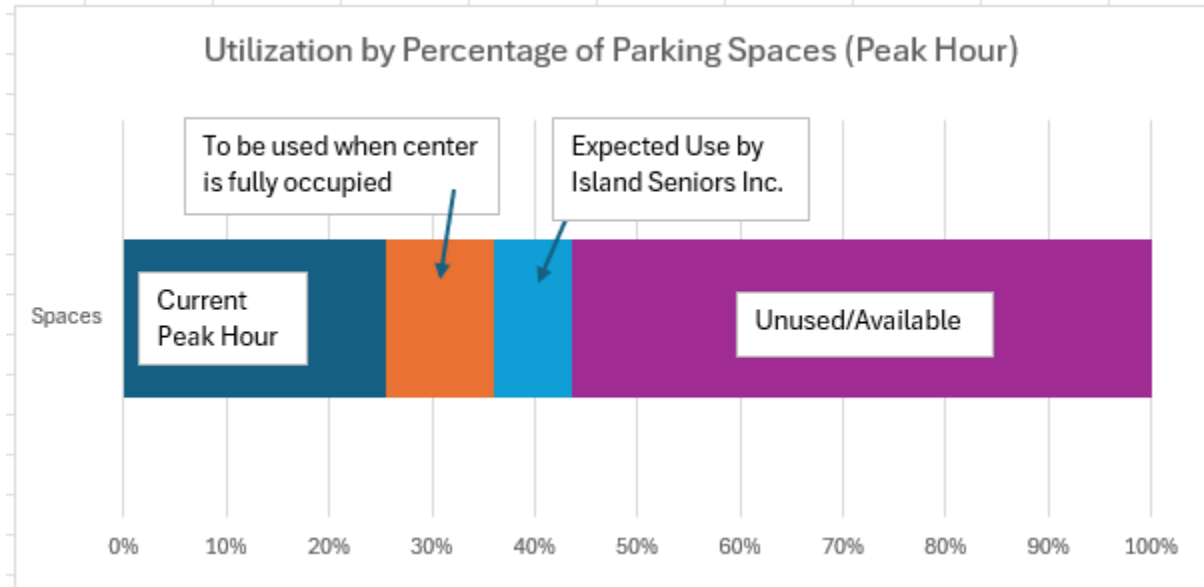
For proposed/full build-out:

- Institutional (913 sq ft): 10 per 1000 \approx 10 vehicles.
- Vacant Office (5,823 sq ft, including adjustment for institutional if separate): 2.43 per 1,000
= 14 spaces
- ****Additional Demand****: ~24 vehicles
- ****Total Estimated Peak Hour at Full Occupancy****: \approx 58 vehicles

(34 observed + 24 additional)

Conclusion

The total number of parking spaces in the plaza is 133 spaces. Filling vacant office spaces and converting unit #11 to institutional use would increase peak hour demand from 34 to ~58 vehicles.



Compliance with Subsection (b): Submission of a Site Development Plan

The conditional use application for the Island Seniors includes a site development plan prepared in full accordance with subsection 82-382(13). This plan details the facility's layout within an existing space in Palm Ridge Plaza, including floor plans for interior program areas, exterior modifications (if any), and parking allocations.

Consideration of Subsection (c): Imposition of Necessary Conditions

The Island Seniors Inc. understands that the planning commission retains authority to impose tailored conditions to safeguard adjacent parcels and promote public interests.

Compliance with Subsection (d): Coordination with Adjoining Developments

As part of a multi-tenant commercial complex, it would use existing shared infrastructure, including the Shared Use Path that runs the property, parallel to Palm Ridge Road. As well as

driveways and parking spaces that have been used by individuals that periodically frequent the Sunday Sanibel Farmers Market or those that park there to explore the island by bicycle.

Site Adequacy Assessment: Compliance with Planning Commission Criteria

In alignment with the planning commission's guidelines under Section (e), Santiva Islanders has conducted a thorough evaluation of the proposed site at 2330 Palm Ridge Drive, Unit 11, Sanibel, FL 33957. This ~900 square-foot commercial unit, situated within a well-established mixed-use plaza, exemplifies a thoughtful integration of site characteristics—its compact yet versatile footprint, proximity to key community arteries, and harmonious placement among complementary retail and service-oriented businesses. The site's nature as a low-impact, pedestrian-friendly enclave, combined with its modest size and linear configuration along Palm Ridge Drive, positions it ideally to support our nonprofit's mission of fostering social, recreational, wellness, and educational programs for adults of all ages. Below, we outline how the parcel adeptly addresses each criterion, ensuring sustainable, community-oriented development.

Our proposed interior layout will feature flexible, open-plan space with a single multi-purpose activity room. Pedestrian access is enhanced by direct Shared Use Path (SUP) connections to the plaza's central walkway, facilitating safe arrival for participants arriving on foot or bicycle—common modes of transport on Sanibel.

In summary, the 2330 Palm Ridge Drive site not only meets but exceeds the planning commission's adequacy standards, offering a resilient foundation for Santiva Islanders' expanded services. This development will enhance community vitality while respecting Sanibel's unique environmental and social fabric.

Conformance with the Sanibel Plan

In accordance with Section (1) of the applicable zoning ordinance, Santiva Islanders proposed conditional use at 2330 Palm Ridge Drive, Unit 11, Sanibel, FL 33957, fully aligns with the guiding principles and goals of the Sanibel Plan—the City's Comprehensive Land Use Plan. Adopted to preserve Sanibel's unique ecological integrity, low-density character, and resilient community fabric, the Sanibel Plan emphasizes sustainable development that safeguards natural systems, mitigates environmental risks, and enhances quality of life amid challenges such as hurricanes, traffic congestion, and overdevelopment. As a nonprofit dedicated to fostering social connections and active living for adults of all ages, our modest 850 square-foot facility within an existing mixed-use plaza embodies these tenets, introducing no new structures or land alterations while amplifying the island's communal resilience. Below, we demonstrate this conformance through direct ties to the Plan's core goals and policies.

The Sanibel Plan's foundational Goal 1—preserving and enhancing the island's natural environment and ecological zones—finds direct support in our low-impact design. By repurposing an underutilized commercial unit without exterior modifications, the project avoids encroachment on Sanibel's nine designated ecological zones, including sensitive coastal and wetland areas. Our indoor-focused programming, such as wellness classes and educational workshops, generates negligible stormwater runoff or habitat disruption, aligning with Policy 1.1.2's mandate to minimize development's adverse effects on native flora and fauna. Furthermore, by promoting awareness of local conservation through themed events (e.g., regular participant in Coastal Cleanup), we actively contribute to Objective 1.3: public education on environmental stewardship, reinforcing the Plan's vision of harmonious human-nature coexistence.

Under Goal 2, which prioritizes a balanced land use pattern to prevent overdevelopment and traffic overload, our proposal exemplifies restrained, community-serving growth. The site's integration into the established Palm Ridge Drive commercial corridor—designated for light commercial use ensures compatibility with surrounding low-intensity retail/commercial office space. Our organization encourages both carpool and bicycling. This approach supports Objective 2.2: fostering pedestrian-oriented developments that reduce reliance on automobiles, thereby alleviating congestion on key routes like Periwinkle Way.

The Plan's Goal 3—promoting public health, safety, and welfare—resonates deeply with Santiva Islanders' mission to combat isolation, as highlighted in the 2023 Surgeon General's Advisory. In the context of Sanibel's vulnerability to disasters like Hurricane Ian, our programs build social capital and emotional resilience, directly advancing Policy 3.1.1's emphasis on community facilities that enhance well-being. By serving year-round and seasonal residents in an ADA-compliant, accessible space, we address Objective 3.4: equitable access to recreational and educational amenities, while our flexible scheduling minimizes noise and light pollution, safeguarding neighboring residential quality of life.

In conclusion, Santiva Islanders' conditional use not only conforms to but advances the Sanibel Plan's overarching vision of a sustainable, connected island community. This initiative transforms a vacant commercial space into a vital hub for positive aging and mutual support, without compromising the environmental, developmental, or infrastructural safeguards that define Sanibel.

APPENDIX

One Sheet Flyer on The Santiva Islanders

Photographs of Parking

List of Santiva Islanders Activities

Current Occupancy/Use Type

THE SANTIVA ISLANDERS



The Santiva Islanders is a non-profit organization providing social, recreational, wellness, and educational activities for all.

We serve Sanibel, Captiva, and the surrounding area. Whether you are a year-round resident, part-time resident, or visitor, please join us!

Fostering a Vibrant Community Through Fun & Engaging Activities that Promote Unity & Enrichment.

Activities: Exercise Classes, Social Hour, Off Island Outings, Leisure Lunches, Book Club, Bridge, Mahjong, Breakfast Club, Coffee & Conversation, Kayaking, and More!

www.santivaislanders.org



Parking Lot Saturday Feb 14, 2026 between 10 am & 11 am



Parking Lot Saturday Feb 17, 2026

2pm hour



11am hour



Activities Calander

March 2026						
SU	MO	TU	WE	TH	FR	SA
1	2 9:30 AM Cardio & Strength with Mahnaz 11:00 AM Cardio & Strength with Mahnaz 11:00 AM Potluck Lunch	3 10:00 AM Walking Group 1:00 PM Euchre	4 9:30 AM Cardio & Strength with Mahnaz 11:00 AM Cardio & Strength with Mahnaz 4:00 PM Social Hour at The American Legion	5 9:00 AM Breakfast Club 1:00 PM Social Bridge 1:00 PM Social Mahjong	6 9:30 AM Cardio & Strength with Mahnaz 11:00 AM Cardio & Strength with Mahnaz	7
8	9 9:30 AM Cardio & Strength with Mahnaz 11:00 AM Brown Bag Lunch 11:00 AM Cardio & Strength with Mahnaz	10 8:00 AM Echo Farm Tour & Lunch 10:00 AM Walking Group 1:00 PM Page Turners Book Club 1:00 PM Euchre	11 9:30 AM Cardio & Strength with Mahnaz 11:00 AM Cardio & Strength with Mahnaz 4:00 PM Social Hour at The American Legion	12 9:00 AM Breakfast Club 1:00 PM Social Bridge 1:00 PM Social Mahjong	13 9:30 AM Cardio & Strength with Mahnaz 11:00 AM Cardio & Strength with Mahnaz	14 12:00 PM Saturday Brunch @ The Dunes
15	16 9:30 AM Cardio & Strength with Mahnaz 11:00 AM Cardio & Strength with Mahnaz 11:00 AM Hot Dogs and Bingo	17 10:00 AM Walking Group 1:00 PM Euchre	18 9:30 AM Cardio & Strength with Mahnaz 11:00 AM Cardio & Strength with Mahnaz 12:00 PM Leisure Lunch at Green Flash Waterfront Restaurant 4:00 PM Social Hour at The American Legion	19 9:00 AM Breakfast Club 11:30 AM Cats at Broadway Palm 1:00 PM Social Bridge 1:00 PM Social Mahjong	20 9:30 AM Cardio & Strength with Mahnaz 11:00 AM Cardio & Strength with Mahnaz	21
22	23 9:30 AM Cardio & Strength with Mahnaz 11:00 AM Brown Bag Lunch 11:00 AM Cardio & Strength with Mahnaz	24 10:00 AM Walking Group 1:00 PM Euchre	25 9:30 AM Cardio & Strength with Mahnaz 11:00 AM Cardio & Strength with Mahnaz 4:00 PM Social Hour at The American Legion	26 9:00 AM Breakfast Club 1:00 PM Social Bridge 1:00 PM Social Mahjong	27 9:30 AM Cardio & Strength with Mahnaz 11:00 AM Cardio & Strength with Mahnaz	28
29	30 9:30 AM Cardio & Strength with Mahnaz 11:00 AM Brown Bag Lunch 11:00 AM Cardio & Strength with Mahnaz	31 10:00 AM Walking Group 1:00 PM Euchre				

On Site Activities -Seasonal

Event Name	Participants/Notes
Card making, shell painting, crafts	6–8
Owl Box making	17
Movie Night	6
Games Evening	6
Wine & Cheese evenings	45–75
Coconut painting	14
2 Bunko Parties	14 and 27
Mahjong classes over 3 days	15

Event Name	Participants/Notes (Range and Avg. Attendance)
Monday potlucks and Hotdogs & Bingo	4–16; Avg. 12
Quarterly Book Review	3–11; Avg. 4
Euchre	3–16; Avg. 8
Mahjong	4–28; Avg. 8 in summer; Avg. 20 in season

Current Occupancy/Use Type

2330 Palm Ridge Rd			
UNIT	SQ FT	BUSINESS NAME	USE TYPE
1	2627	VACANT	Vacant Office
2	832	VACANT	Vacant Office
3 & 4	1910	Island Homes	Office
5	795	Coastal Healthcare	Office
6	1043	VACANT	Vacant Office
7 & 8	2305	Sanibel Deli	Restraunt
9	1321	VACANT	Office
10	1400	Ulrich	Office
11	913	VACANT	Convert to Institutional
12, 13 & 14	3025	SBV	Office
15	932	Art Gallery	Retail
16	1545	Sanibel Skin & Spa	Office
17	1018	FISH	Office
18	1034	FISH	Office
	20700		
	70%	14457	Office
	4%	913	Institutional
	11%	2305	Restarunt
	15%	3025	SBV
	33%	6736	Vacant

Executive Summary: Conditional Use Permit Application for Santiva Islanders at 2330 Palm Ridge Drive, Unit 11, Sanibel, FL

Santiva Islanders, officially known as Island Seniors, Inc., is a nonprofit organization founded in 1992 to promote health and wellness, educational and social/recreation opportunities for older adults on Sanibel, Captiva, and surrounding areas.

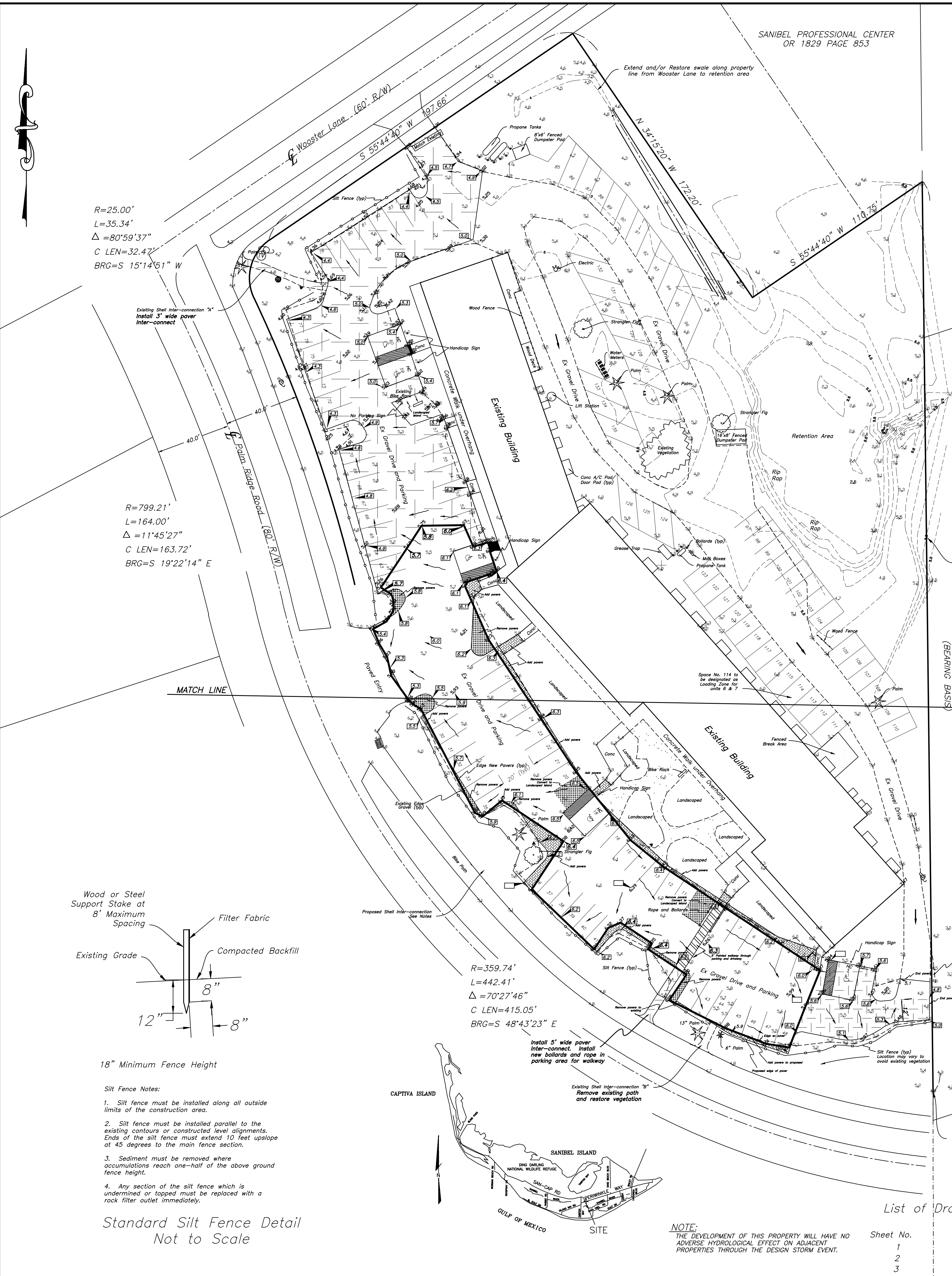
This application seeks conditional use approval for institutional use (Senior Center) in a ~913 square-foot rental unit within the Palm Ridge Plaza, a mixed-use commercial center featuring offices, a deli, an art gallery, and a health clinic. The site is ideally located for accessibility, with pedestrian and bicycle connections via the Shared Use Path (SUP), and aligns with Sanibel's emphasis on low-impact, community-oriented development.

The proposal follows Sanibel Land Development Code Sections 126-33 and 126-82. It poses no adverse effects on compatibility, health, safety, welfare, traffic, or community goals, benefiting from a rebuttable presumption of minimal traffic impact. Activities are scheduled primarily from 9:00 AM to 5:00 PM, with average attendance of 15-20 participants during the day depending on the activity type. Evening events (50-70 attendees) occur once a month during Jan-April, outside peak plaza operating hours, minimizing parking conflicts.

A parking generation study conducted on February 17, 2026, observed peak hour occupancy of 34 parked vehicles (average 26 for the 8-hour period) across the 20,700 square-foot plaza, yielding a rate of 2.43 vehicles per 1,000 square feet—consistent with ITE Parking Generation benchmarks. At full occupancy, including the proposed institutional use, peak hour demand is estimated at ~58 vehicles, well within the plaza's 133 parking spaces.

The site fully conforms to the Sanibel Plan's goals of environmental preservation, balanced land use, and public welfare by repurposing existing space without new construction, reducing vehicle reliance, and enhancing social resilience for an aging population.

In conclusion, this conditional use will transform a vacant unit into a vibrant community hub, advancing Santiva Islanders' mission while upholding Sanibel's sustainable development principles. Approval is recommended, with flexibility for commission-imposed conditions.



Approved by Planning Department
Craig Chandler, AICP
 Deputy Planning Director
 08/25/2025

Coverage Calculations for Palm Ridge Plaza (Future Conditions)		Coverage Calculations for Palm Ridge Plaza (Existing Conditions)	
Total Square Footage of Parcel	= 136414.8 Sq. Ft. = 3.1 Acres	Total Square Footage of Parcel	= 136414.8 Sq. Ft. = 3.1 Acres
Total Impervious Area Allowed (45%)	= 61386.7 Sq. Ft.	Total Impervious Area Allowed (45%)	= 61386.7 Sq. Ft.
Total Coverage Area Used (Imp. & Dev.) (50%)	= 68207.4 Sq. Ft.	Total Coverage Area Used (Imp. & Dev.) (50%)	= 68207.4 Sq. Ft.

Calculations of Improvements:		Calculations of Improvements:	
Impervious Area	= 20755.0 Sq. Ft.	Impervious Area	= 20755.0 Sq. Ft.
Building	= 4543.1 Sq. Ft.	Building	= 4543.1 Sq. Ft.
Misc Concrete/Decks	= 176.0 Sq. Ft.	Misc Concrete/Decks	= 176.0 Sq. Ft.
Dumpster Pads	= 199.8 Sq. Ft.	Dumpster Pads	= 199.8 Sq. Ft.
Paved Entry	= 11423.9 Sq. Ft.	Paved Entry	= 11423.9 Sq. Ft.
Gravel Drive, Parking and Walks (50%)	= 1529.1 Sq. Ft.	Gravel Drive, Parking and Walks (50%)	= 1529.1 Sq. Ft.
Paver Handicap Parking (100%)	= 14921.6 Sq. Ft.	Paver Handicap Parking (100%)	= 14921.6 Sq. Ft.
New Paver Drive, Parking and Walks (50%)	= 53548.5 Sq. Ft.	New Paver Drive, Parking and Walks (50%)	= 53548.5 Sq. Ft.
Total Impervious	= 54029.7 Sq. Ft.	Total Impervious	= 54029.7 Sq. Ft.

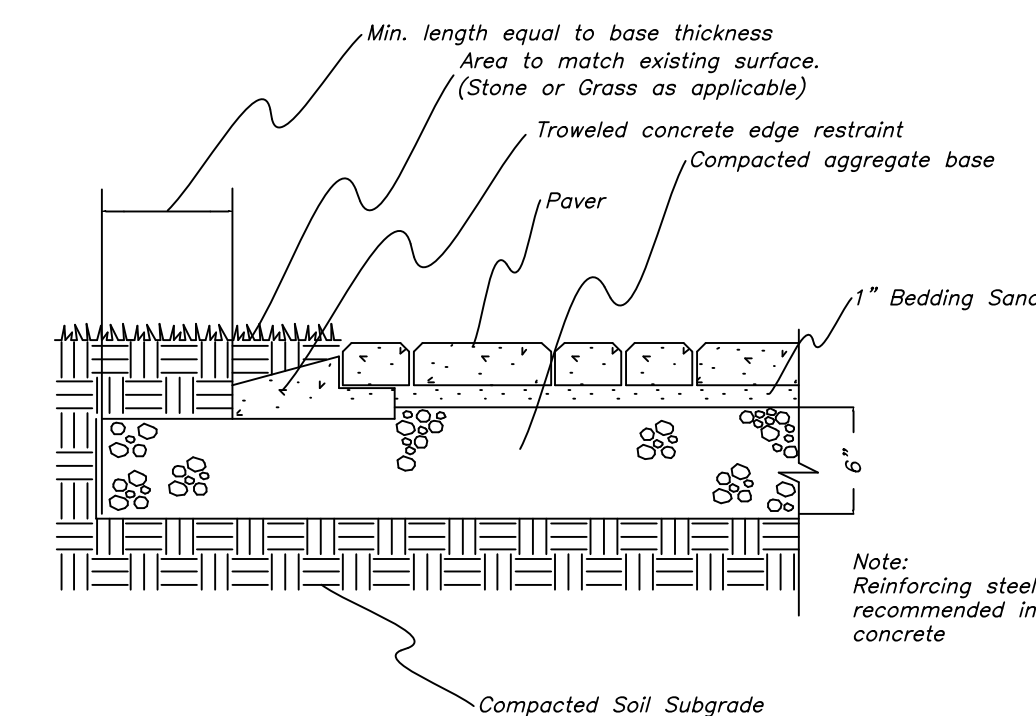
Drainage Calculations Palm Ridge Plaza (Future Conditions)		Calculation Table Legend	
Site Data		PF = Pervious Factor	
Well Number: 1415 Average W.S.W.T	1.51 (NAVD 88)	PA = Pervious Area	
Well Number: Average W.S.W.T	1.51	PP = Percent Pervious	
Average W.S.W.T at site:	1.51	AG = Average Grade	
Accumulated Rainfall (P):	2.8	DTWT = Depth to Water Table	
		CASS = Cumulative Available Soil Storage	
		AVSS = Available Soil Storage	

Calculations	Drainage Area Number:	1	S.F.	PF	PA	PP	AG	DTWT	CASS	AVSS
Total Area:	136414.80			0.00	0.0	0.00%	0.0	-1.5	0.00	0.00
Sub Area Surface type	27203.0			0.50	14853.8	10.89%	5.5	4.0	7.90	0.43
Impervious surfaces	29707.5			0.50	14853.8	10.89%	5.5	4.0	7.90	0.43
Pavers	22983.4			1.00	11491.7	8.42%	5.5	4.0	7.90	0.33
Gravel	56520.9			1.00	56520.9	41.43%	5.5	4.0	7.90	3.27
Permeable Developed	0.0			0.0	0.0	0.00%	5.5	4.0	10.35	0.00
Permeable Natural	136414.8									
Totals							60.75%			4.04

Retention Volume Provided:	Elevation	Area (SF)	Vol (CF)	Cum Vol (CF)
	2.30	0.00	0.00	0.00
	2.50	256.23	25.62	25.62
	3.00	5330.80	1396.75	1422.37
	3.50	6751.60	3020.60	4442.97
	4.00	8638.00	3847.40	8290.37

Retention Volume Provided:	Elevation	Area (SF)	Vol (CF)	Cum Vol (CF)
	2.30	0.00	0.00	0.00
	2.50	256.23	25.62	25.62
	3.00	5330.80	1396.75	1422.37
	3.50	6751.60	3020.60	4442.97
	4.00	8638.00	3847.40	8290.37

Estimated High Water = 2.92



Paver Quantities
 New parking/drive/walk = 29,707.5 Sq.Ft.
 Off Site interconnection = 210.0 Sq.Ft.
 Total = 29,917.5 Sq.Ft.

Paver Legend

- Denotes pavers installed by others not per design approved plans.
- Denotes existing pavers to be removed
- Denotes pavers to be added to existing
- Denotes new pavers to be installed to design elevations and locations.

Note:

Transition between existing installed pavers and new installed pavers shall be made in a smooth manner. There shall be no sharp breaks in the transition. If adjustments are required they shall be by removing the existing pavers as necessary to make the transition.

This item has been digitally signed and sealed by James H. Strothers, PE on the date adjacent to the seal.

Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

SYMBOL KEY:	ABBREVIATIONS:
● = MONUMENT AS NOTED	D = PER DEED
■ = CONCRETE MONUMENT	P = PER PLAT
△ = NAIL AND DISK	M = AS MEASURED
⊠ = WATER METER	E/P = EDGE OF PAVEMENT
⊠ = WATER VALVE	A/C = AIR CONDITIONER
⊠ = FIRE HYDRANT	UE = UTILITY EASEMENT
⊠ = CATCH BASIN	PLUE = PUBLIC UTILITY EASEMENT
⊠ = CONCRETE POWER POLE	DE = DRAINAGE EASEMENT
⊠ = WOOD POWER POLE	R/W = RIGHT-OF-WAY
⊠ = GUY ANCHOR	C = CENTERLINE
⊠ = LAMP	OR = OFFICIAL RECORDS BOOK
⊠ = STORM SEWER MANHOLE	PG = PAGE
⊠ = SANITARY SEWER MANHOLE	
⊠ = SEWER CLEAN OUT	⊠ = DENOTES SOIL PROBE
⊠ = TELEPHONE PEDESTAL	4x5 = DENOTES EXISTING GROUND ELEVATION (2020 PRE-PAVER)
⊠ = CABLE TELEVISION PEDESTAL	6"⊠ = DENOTES EXISTING PAVERS INSTALL BETWEEN 2020 & 2025
⊠ = 240 VOLT ELECTRIC SERVICE	⊠ 4.5 = DENOTES FINISHED GROUND ELEVATION
⊠ = BENCHMARK	⊠ = DENOTES FLOWPATH

- NOTES:**
- THIS IS NOT A BOUNDARY SURVEY.
 - BASE PLAN INFORMATION TAKEN FROM AS-BUILT PLAN DATED 3-18-16 BY JAMES H. STROTHERS, PE AND SANIBEL SURVEYS. INSTALLED PAVERS UPDATED BY OMNI SURVEYS INC. DATE OF LAST FIELD WORK 5-23-25.
 - UNDERGROUND STRUCTURES AND UTILITIES, IF ANY, ARE NOT INCLUDED.
 - REPRODUCTIONS OF THIS DRAWING ARE VOID UNLESS SIGNED AND SEALED WITH SIGNER'S EMBOSSED ENGINEER'S SEAL.
 - THIS PROPERTY IS LOCATED IN A SPECIAL FLOOD HAZARD AREA ON THE NATIONAL FLOOD INSURANCE PROGRAM'S FLOOD INSURANCE RATE MAPS.
 - ELEVATIONS ARE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88)

COMMUNITY NUMBER PALM NUMBER SUFFIX EFFECTIVE DATE FIRM ZONE BASE FLOOD ELEVATION	120 402 0537 AE 8-28-2008 AE +8.0 (NAVD 88)
PREPARED FOR: First Cooke Properties Florida, LLC	REVISIONS Per City comments Per City comments
DATE 7-3-25 7-10-25	

Site Improvements

Palm Ridge Plaza
 2330 Palm Ridge Road
 Section 26, Township 48 South, Range 23 East
 City of Sanibel, Lee County, Florida

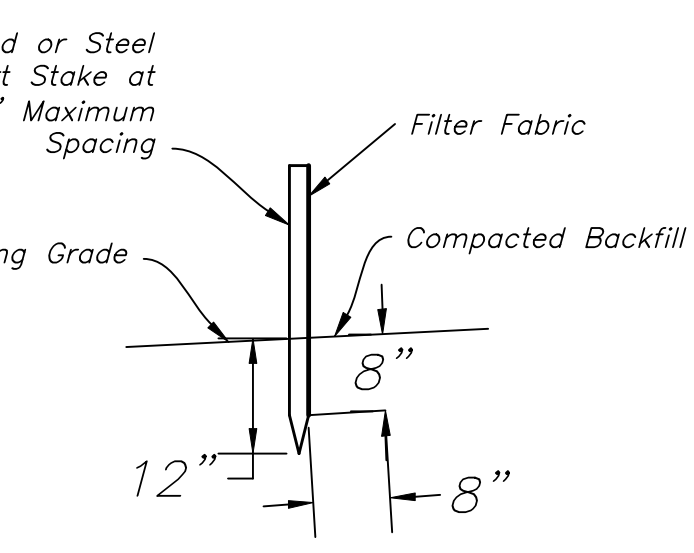
JAMES H. STROTHERS, PE
 Professional Engineer
 46 Timberland Circle S., Ft. Myers, FL 33919
 239-81-1112

PLAN DATE 6-6-25	SHEET 1/3
FILE NO. 14-031	

R=25.00'
 L=35.34'
 Δ=80°59'37"
 C LEN=32.4'
 BRG=S 15°14'51" W

R=799.21'
 L=164.00'
 Δ=11°45'27"
 C LEN=163.72'
 BRG=S 19°22'14" E

R=359.74'
 L=442.41'
 Δ=70°27'46"
 C LEN=415.05'
 BRG=S 48°43'23" E



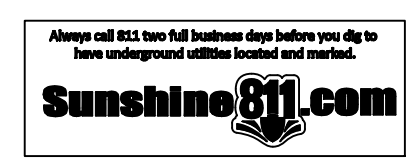
- Silt Fence Notes:**
- Silt fence must be installed along all outside limits of the construction area.
 - Silt fence must be installed parallel to the existing contours or constructed level alignments. Ends of the silt fence must extend 10 feet uplope at 45 degrees to the main fence section.
 - Sediment must be removed where accumulations reach one-half of the above ground fence height.
 - Any section of the silt fence which is undermined or topped must be replaced with a rock filter outlet immediately.

Standard Silt Fence Detail
 Not to Scale

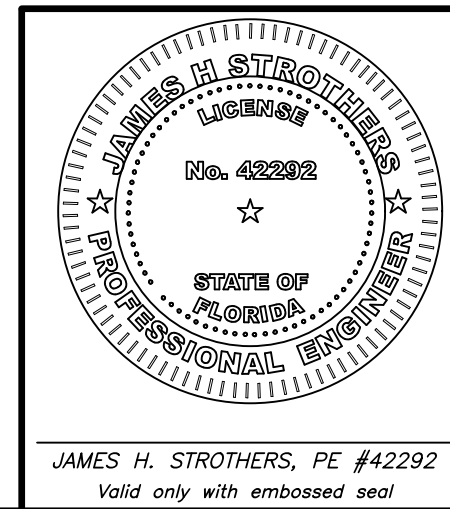
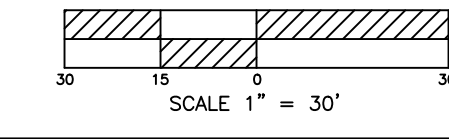
List of Drawings

Sheet No.	Title
1	Site Improvements
2	North Details
3	South Details

NOTE:
 THE DEVELOPMENT OF THIS PROPERTY WILL HAVE NO ADVERSE HYDROLOGICAL EFFECT ON ADJACENT PROPERTIES THROUGH THE DESIGN STORM EVENT.



James H. Strothers PE
 Digitally signed by James H. Strothers PE
 Date: 2025.07.10 14:39:37 -0400



Planning Commission Meeting

April 14, 2026

- **PLANNING COMMISSION AGENDA ITEM : 7A**
- **APPLICATION NUMBER: PL20260011**
- **PROPERTY ADDRESS: 2330 PALM RIDGE ROAD**

Applicant

Bernard Arroyo on behalf of property owner Nancy Bass Cooke

INCORPORATED

1974

Issues

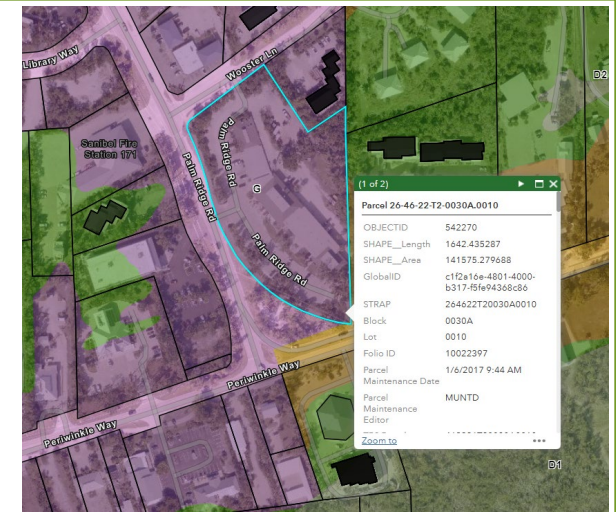
1. Does the proposed development comply with the general requirements of a conditional use provided in Land Development Code Section 126-82. – General requirements?
2. Does the proposed development comply with the specific requirements of restaurant use provided in LDC Sec. 126-33. – Institutional uses?
3. If the Planning Commission approves the application, what additional conditions should be required?



Background

The subject property is

- located in the TCG – Town Center General Commercial District and the G – Altered Land ecological zone
- approximately 3.1 acres in size
- shared-use path along the south, east, and north property boundaries
- property also provides direct access through two inter-connectivity paths to the shared-use path for cyclists and pedestrians
- surrounding uses include commercial development to the north across Wooster Lane, as well as to the south across Periwinkle Way, and to the east and west.
- contains a commercial plaza with multiple uses including a restaurant, offices, an art gallery, and a health clinic



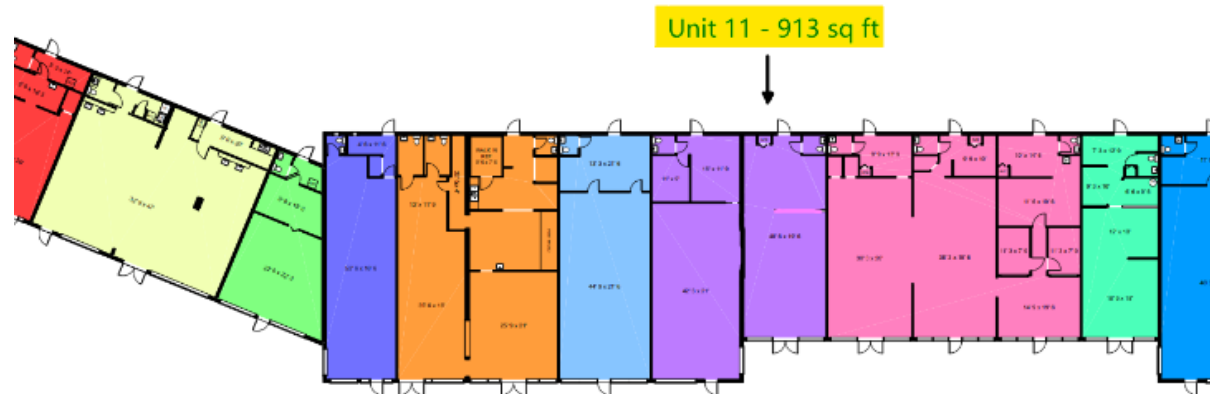
City of Sanibel GIS FLUM map

Proposal

SUITE 1	2827 sq. ft.
SUITE 2	832 sq. ft.
SUITES 3 & 4	1910 sq. ft.
SUITE 5	795 sq. ft.
SUITE 6	1043 sq. ft.
SUITES 7 & 8	2305 sq. ft.
SUITE 9	1321 sq. ft.
SUITES 10 & 11	1400 & 913
SUITES 12, 13, & 14	3025 sq. ft.
SUITE 15	932 sq. ft.
SUITE 16	1545 sq. ft.
SUITE 17	1018 sq. ft.
SUITE 18	1034 sq. ft.
TOTAL AREA	20700 sq. ft.

2330 PALM RIDGE ROAD SITE PLAN SANIBEL, FL

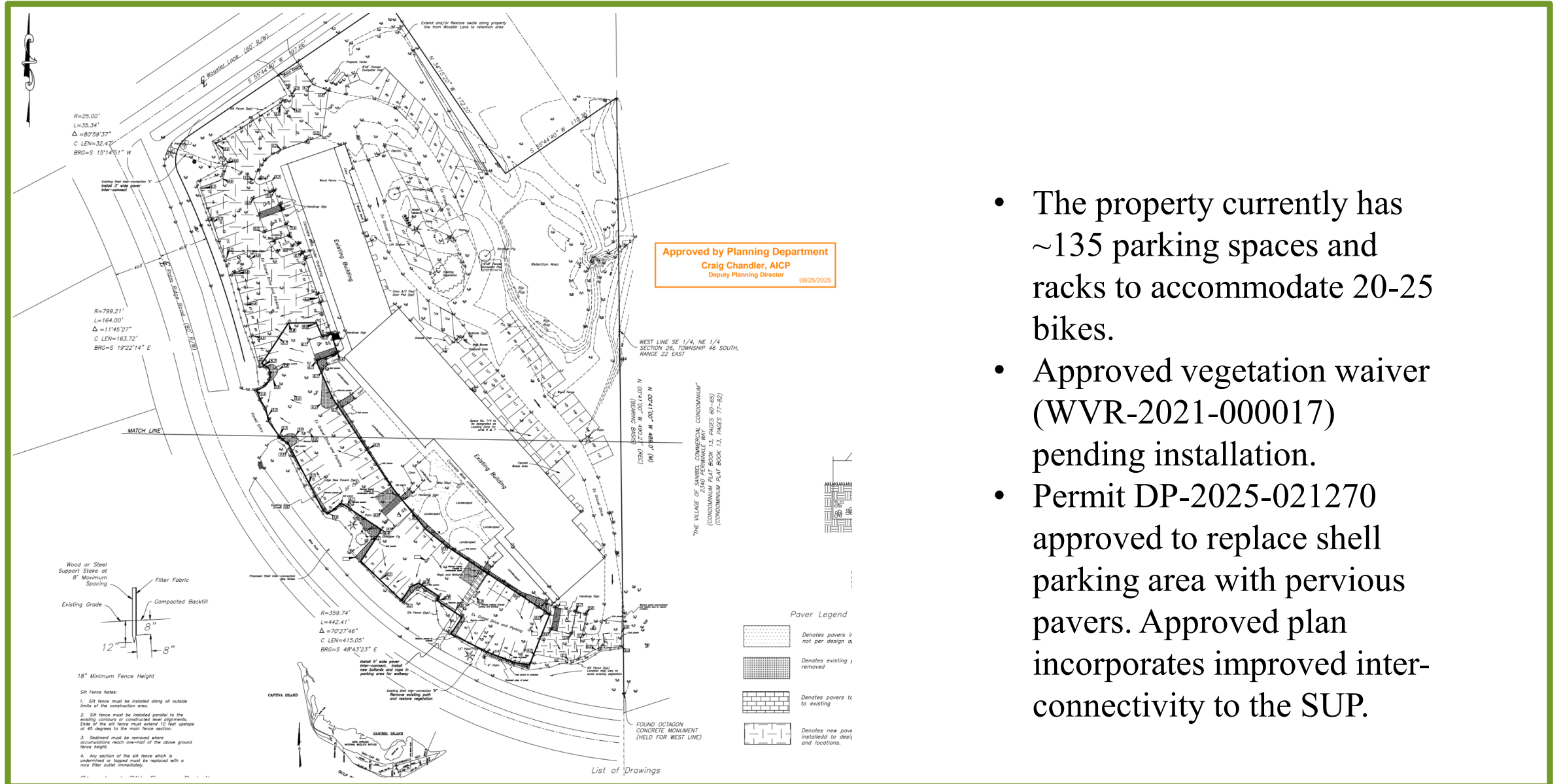
Prepared exclusively for WT Pearson, Pearson Commercial Real Estate Services, LLC.
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ALL INFORMATION IS DEEMED RELIABLE NOT GUARANTEED



Approval of a conditional use permit to establish a nonprofit organization (institutional use), known as Santiva Islanders, within Unit 11 of the Palm Ridge Plaza commercial center.

The proposed use will function as a senior center, promoting health and wellness, as well as educational, social, and recreational opportunities for older adults on Sanibel, Captiva, and surrounding areas.

Proposal



- The property currently has ~135 parking spaces and racks to accommodate 20-25 bikes.
- Approved vegetation waiver (WVR-2021-000017) pending installation.
- Permit DP-2025-021270 approved to replace shell parking area with pervious pavers. Approved plan incorporates improved inter-connectivity to the SUP.

Analysis

Conditional Use General Standards (Sec. 126-82)	Staff Finding
<p>Sec. 126-82 (a). The proposed development shall be compatible with surrounding uses and shall not negatively impact public health, safety, welfare, or traffic beyond what is typical for permitted uses.</p>	<p>Staff finds the proposed use is compatible with the surrounding uses in the mixed use plaza within the City’s town center.</p>
<p>Sec. 126-82(b). A request for conditional use approval shall be accompanied by a site development plan prepared in accordance with the requirements of subsection 82-382.</p>	<p>The site plan submitted with this application satisfies this requirement for the use proposed.</p>
<p>Sec. 126-82(c). In reviewing requests for conditional uses, the planning commission may impose, as necessary, conditions to protect adjacent or nearby parcels and in furtherance of the public interests, with regard to location, design, intensity of use, architectural treatment, siting, landscaping, maintenance, and operation of the uses.</p>	<p>Staff’s recommended conditions are listed at the bottom of this staff report, for Planning Commission’s consideration.</p>
<p>Sec. 126-82(d). The proposed use shall be coordinated with adjacent developments, including shared access, parking, and infrastructure where feasible.</p>	<p>The proposed use will be located within an existing plaza that shares parking with the other existing businesses. The applicant has prepared a detailed parking generation study including vehicle and bicycling parking. The property currently has ~135 parking spaces and racks to accommodate 20-25 bikes.</p>

Analysis

Conditional Use General Standards (Sec. 126-82)	Staff Finding
<p>Sec. 126-82(e).The Planning Commission shall consider the site’s size and configuration to ensure it can accommodate appropriate building placement, efficient vehicular and pedestrian circulation, compatibility with surrounding uses, and minimize the need for additional off-site transportation improvements.</p>	<p>Staff finds that this general requirement is satisfied, as the commercial building is already established and no expansion of the existing structure or its configuration is proposed.</p>
<p>Sec. 126-82(f). The Planning Commission shall evaluate consistency with the Sanibel Plan; compatibility with uses on-site and surrounding properties; and whether the proposed intensity of development is appropriate for the site and nearby area.”</p>	<p>Staff finds that the proposed conditional use application is consistent with the Sanibel Plan, specifically Section 3.6.2 as it relates to commercial development and Section 3.3.7 as it relates to a senior center. Additionally, the proposed conditional use application demonstrates compliance with internal compatibility, external compatibility, intensity standards, environmental considerations, and off-street parking requirements.</p>

Analysis

Institutional Use Specific Standards (Sec. 126-33)	Staff Finding
<p>Sec.126-33(a)(1)-(2). Institutional uses shall provide a landscaped buffer adjacent to residential zones to ensure adequate screening, and the site shall be otherwise appropriately landscaped.</p>	<p>A small portion of the subject property abuts CHR- property (Loggerhead Way) along Wooster Ln but is separated by dense vegetation. The subject property also has an approved vegetation waiver (WVR-2021-000017) that is pending installation.</p> <p>Pursuant to Section 122-46, the Planning Commission may waive the landscape buffer requirements of Chapter 122, Article II, Division 2 for institutional uses where the proposed development, addition, expansion, or change of use does not result in an increase in the developed area.</p>
<p>Sec.126-33(a)(3). Only those principal and accessory uses specifically approved as part of the conditional use shall be permitted on the property.</p>	<p>Condition #2 lists the specific principal and accessory uses being approved with this request.</p>
<p>Sec.126-33(a)(4). The Planning Commission may allow increased impermeable surface coverage and vegetation clearance for certain institutional uses, subject to findings related to parking demand, frequency of use, and roadway access.</p>	<p>Staff finds that this general requirement is satisfied, as the commercial building is already established and no expansion of the existing structure or its configuration is proposed. Permit DP-2025-021270 has been approved to replace shell parking area with pervious pavers. The approved plan incorporates improved inter-connectivity to the SUP.</p>
<p>Sec.126-33(b). Institutional uses may include incidental residential units (e.g., employee housing), provided they comply with applicable density, occupancy, and code requirements.</p>	<p>N/A</p>

Conditions of Approval

Staff, therefore, recommends approval of application PL2026011 for an institutional use in Unit 11 of the commercial plaza located at 2330 Palm Ridge Road, subject to the conditions outlined in the resolution:

1. Palm Ridge Plaza, Unit 11 (approximately 945 square feet of commercial floor area), is approved for institutional use (Santiva Islanders).
2. Accessory uses associated with the senior center shall be clearly incidental and subordinate to the primary use, including but not limited to:
 - a. Meeting and event activities for civic, educational, and social purposes.
 - b. Recreational, wellness, and educational programs.
3. Such uses shall not result in operational characteristics (including but not limited to traffic generation, noise, or hours of operation) that exceed those evaluated as part of this approval, unless otherwise reviewed and approved by the Planning Commission. A Business Tax Receipt shall be obtained prior to the commencement of operations.
4. No on-site food preparation shall be permitted as part of this approval. Any proposal for on-site food preparation shall require additional review and approval by the Planning Commission.
5. A permit shall be obtained for any proposed signage.
6. A change of use (occupancy) permit shall be obtained prior to operation to implement the approved conditional use and associated conditions.
 - a. The permit application shall include a site plan identifying additional bicycle parking racks sufficient to accommodate 15–20 bicycles.
 - b. The permit application shall include a floor plan demonstrating compliance with ADA requirements.
 - c. The unit shall receive approval from the Sanibel Fire Marshal prior to issuance of the certificate of occupancy.
7. The approved vegetation buffer, approved via WVR-2021-000017, shall be installed in accordance with the approved plans within 12 months of this approval.
8. All exotic plant species shall be removed from the subject property, including but not limited to Brazilian pepper (*Schinus terebinthifolius*), melaleuca (*Melaleuca quinquenervia*), earleaf acacia (*Acacia auriculiformis*), lead tree (*Leucaena leucocephala*), Java plum (*Syzygium cumini*), air potato (*Dioscorea bulbifera*), and scaevola species. The property shall be maintained free of such species in perpetuity.

CITY OF SANIBEL
DRAFT PLANNING COMMISSION RESOLUTION 26-11

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANIBEL, FLORIDA, DETERMINING CONDITIONAL USE PETITION APPLICATION PL20260011, PURSUANT TO SECTIONS 82-201 AND 82-204 OF THE CODE OF ORDINANCES, TO ALLOW AN INSTITUTIONAL USE (SANTIVA ISLANDERS) TO OPERATE IN UNIT 11 OF PALM RIDGE PLAZA, ON PROPERTY OWNED BY NANCY BASS COOKE, LOCATED WITHIN THE TCG - TOWN CENTER GENERAL COMMERCIAL DISTRICT, AT 2330 PALM RIDGE ROAD, TAX PARCEL (STRAP) NO. 26-46-22-T2-0030A.0010; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 82-204 of the Land Development Code details the application and hearing process for a conditional use; and

WHEREAS, Nancy Bass Cooke is the owner of the property located at 2330 Palm Ridge Road; and

WHEREAS, the owner of the property has authorized Bernard Arroyo to act as applicant and file this petition; and

WHEREAS, the applicant has requested approval of the application to allow an institutional use (Santiva Islanders) to operate in Unit 11 of Palm Ridge Plaza, located within the TCG - Town Center General Commercial District, at 2330 Palm Ridge Road; and

WHEREAS, a duly noticed public hearing of the application was held on April 14, 2026; and

WHEREAS, after providing the applicant, staff, and the public an opportunity to present testimony and evidence, the Planning Commission finds that the requirements for conditional uses, set forth in Section 82-204 of the Code of Ordinances have / have not been met and that the application should therefore be approved / denied.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF SANIBEL, FLORIDA finds that Conditional Use Petition Application PL20260011 to allow an institutional use (Santiva Islanders) to operate in Unit 11 of Palm Ridge Plaza, located within the TCG - Town Center General Commercial District, at 2330 Palm Ridge Road, Tax Parcel (STRAP) No. 26-46-22-T2-0030A.0010, is hereby approved / denied.

Any approval of this Conditional Use Petition Application is pursuant to the application and attachments included with these items, and subject to the following condition(s) contained in the April 14, 2026, staff report,

1. Palm Ridge Plaza, Unit 11 (approximately 945 square feet of commercial floor area), is approved for institutional use (Santiva Islanders).
2. Accessory uses associated with the senior center shall be clearly incidental and subordinate to the primary use, including but not limited to:
 - a. Meeting and event activities for civic, educational, and social purposes.
 - b. Recreational, wellness, and educational programs.
3. Such uses shall not result in operational characteristics (including but not limited to traffic generation, noise, or hours of operation) that exceed those evaluated as part of this approval, unless otherwise reviewed and approved by the Planning Commission. A Business Tax Receipt shall be obtained prior to the commencement of operations.

4. No on-site food preparation shall be permitted as part of this approval. Any proposal for on-site food preparation shall require additional review and approval by the Planning Commission.
5. A permit shall be obtained for any proposed signage.
6. A change of use (occupancy) permit shall be obtained prior to operation to implement the approved conditional use and associated conditions.
 - a. The permit application shall include a site plan identifying additional bicycle parking racks sufficient to accommodate 15–20 bicycles.
 - b. The permit application shall include a floor plan demonstrating compliance with ADA requirements.
 - c. The unit shall receive approval from the Sanibel Fire Marshal prior to issuance of the certificate of occupancy.
7. The approved vegetation buffer, approved via WVR-2021-000017, shall be installed in accordance with the approved plans within 12 months of this approval.
8. All exotic plant species shall be removed from the subject property, including but not limited to Brazilian pepper (*Schinus terebinthifolius*), melaleuca (*Melaleuca quinquenervia*), earleaf acacia (*Acacia auriculiformis*), lead tree (*Leucaena leucocephala*), Java plum (*Syzygium cumini*), air potato (*Dioscorea bulbifera*), and scaevola species. The property shall be maintained free of such species in perpetuity.

Conditions contained herein are in addition to the requirements of the Sanibel Code. The applicant is required to comply with all regulations of the City of Sanibel. Some conditions stated herein reflect the current code requirements applicable at the time of approval of this permit. After the issuance of the completion certificate for this development or upon expiration of the development permit, any subsequent development or change of use for the parcel must comply with the regulations in effect at that time.

EXPIRATION OF PLANNING COMMISSION ACTION: In accordance with Land Development Code Section 82-424(f) Action on Application. When a development order is approved with conditions imposed thereon, such conditions shall be satisfied within the time limit specified in the development order issued by the Planning Commission. When such conditions specify requirements to be completed before a development permit is issued, and no particular time limit is specified for satisfaction of the conditions, such conditions must be satisfied within six months after issuance of the development order. Failure to satisfy a condition imposed upon the approval of a development permit, within the time limit specified therefor, or such extended time period as the Planning Commission may approve upon timely application of the permittee, shall cause the development order approving the development permit to be null and void and of no further force or effect.

EFFECTIVE DATE OF PLANNING COMMISSION ACTION: In accordance with Land Development Code Section 82-97. All actions of the Planning Commission, including those which constitute final decisions, shall be effective upon the date of filing of the adopted Resolution with the City Manager, or at a later date if provided in the Resolution. However, permits authorized by final decisions shall not be issued until one of the following has occurred: 1) The time for filing an appeal to City Council has elapsed; 2) The applicant and all other persons having appeal rights have filed a written waiver of appeal rights; or 3) If an appeal has been timely filed, the City Council has finally disposed of the matter.

RIGHT TO APPEAL PLANNING COMMISSION ACTION: In accordance with Land Development Code Section 82-98. Appeals. The applicant is hereby advised that the following persons have the right to appeal a final decision of the Planning Commission adverse to their interests: 1) The applicant; 2) The owner of the property proposed for development; 3) The developer of the property proposed for development; and 4) Any other person residing upon, or owning property within the City, or owning or operating a business within the City, who participated

by written comment before or at the Planning Commission hearing or who participated in person or through an authorized agent at the Planning Commission hearing. The appeal shall be filed within 15 days after the date that the Planning Commission decision was filed. The appeal shall be filed with the City manager, and the filing fee shall be paid as a prerequisite to filing.

DISCLAIMER & PERMIT CONDITION (APPLICABLE ONLY IF FEDERAL OR STATE PERMITS ARE REQUIRED): Issuance of a development permit by the City does not create any right to obtain a permit from a State or Federal agency and does not create any liability on the part of the City for issuance of the permit if the applicant fails to obtain requisite approvals or fulfill the obligations imposed by a State or Federal agency or undertakes actions that result in a violation of State or Federal law. If applicable, all other State or Federal permits must be obtained before commencement of the project.

PASSED IN OPEN AND REGULAR SESSION OF THE PLANNING COMMISSION OF THE CITY OF SANIBEL, FLORIDA, THIS 14TH DAY OF APRIL 2026.

Attest:

Scotty Lynn Kelly, City Clerk

Paul Nichols, Chair

Approved as to form and legality:

John D. Agnew, City Attorney

Date filed with City Clerk: _____

Vote of Commission Members:

Nichols	_____
Steiner	_____
Burns	_____
Colter	_____
Schopp	_____
Sergeant	_____
Welch	_____

Planning Commission
2026 MEETING SCHEDULE
MacKenzie Hall - 800 Dunlop Road
(2nd and 4th Tuesday of the month at 9:00 a.m.)

9:00 AM (Only one meeting in Jan)	Tuesday, January 27, 2026
9:00 AM Tuesday, February 10, 2026	Tuesday, February 24, 2026
9:00 AM Tuesday, March 10, 2026	Tuesday, March 24, 2026
9:00 AM Tuesday, April 14, 2026	Tuesday, April 28, 2026
9:00 AM Tuesday, May 12, 2026	Tuesday, May 26, 2026
9:00 AM Tuesday, June 9, 2026	Tuesday, June 23, 2026
9:00 AM Tuesday, July 14, 2026	Tuesday, July 28, 2026
9:00 AM Tuesday, August 11, 2026	Tuesday, August 25, 2026
9:00 AM Tuesday, September 8, 2026	Tuesday, September 22, 2026
9:00 AM Tuesday, October 13, 2026	Tuesday, October 27, 2026
9:00 AM Tuesday, November 10, 2026	(Only one meeting in Nov)
9:00 AM *Tuesday, December 15, 2026 (3rd Tuesday due to Chanukah)	(Only one meeting in Dec)

**PLANNING COMMISSION
2026 LIAISON TO COUNCIL
REPORT SCHEDULE**

9:00 am	Tuesday, January 13, 2026	Commissioner Schopp
9:00 am	Tuesday, February 3, 2026	Commissioner Steiner
9:00 am	Tuesday, March 3, 2026	Commissioner Burns
9:00 am	Tuesday, April 21, 2026	Commissioner Nichols
9:00 am	Tuesday, May 5, 2026	Commissioner Colter
9:00 am	Tuesday, June 2, 2026	Commissioner Sergeant
9:00 am	Tuesday, July 21, 2026	Commissioner Welch
9:00 am	Tuesday, August 18, 2026	Commissioner Schopp
9:00 am	Monday, September 14, 2026	Commissioner Steiner
9:00 am	Tuesday, October 6, 2026	Commissioner Burns
9:00 am	Tuesday, November 3, 2026	Commissioner Nichols
9:00 am	Tuesday, December 1, 2026	Commissioner Colter

PERMITS APPLIED BY TYPE (03/01/2026-03/31/2026)

FENCE/WALL

Status	Permit Number	Work Class	Date Entered	Location
Returned for Correction				
	PRFN202600531	New	03/19/2026	3894 WEST GULF DR, SANIBEL, FL 33957
Permit(s) Issued				
	PRFN202600489	New	03/12/2026	1028 SAND CASTLE RD, SANIBEL, FL 33957
	PRFN202600595	Replacement	03/27/2026	<No Location Available>
In Plan Check				
	PRFN202600576	New	03/25/2026	2789 WULFERT RD, SANIBEL, FL 33957
	PRFN202600609	Addition/Alteration	03/30/2026	<No Location Available>
	PRFN202600606	New	03/30/2026	2276 STARFISH LN, SANIBEL, FL 33957

SITE WORK				
Status	Permit Number	Work Class	Date Entered	Location
Permit(s) Issued				
	PRSW202600441	Other	03/05/2026	3320 SAINT KILDA RD, SANIBEL, FL 33957
	PRSW202600469	Other	03/10/2026	3111 WEST GULF DR, Building:KIMBALL LO, SANIBEL, FL 33957
	PRSW202600603	Other	03/28/2026	3699 WEST GULF DR, SANIBEL, FL 33957
	PRSW202600466	Other	03/09/2026	4323 WEST GULF DR, SANIBEL, FL 33957
	PRSW202600478	Other	03/11/2026	4265 WEST GULF DR, SANIBEL, FL 33957
	PRSW202600514	Other	03/17/2026	957 SAND CASTLE RD, SANIBEL, FL 33957
In Plan Check				
	PRSW202600605	Other	03/30/2026	1245 PERIWINKLE WAY OFC
Returned for Correction				
	PRSW202600400	Other	03/02/2026	1821 BUCKTHORN LN
	PRSW202600505	Other	03/16/2026	<No Location Available>
	PRSW202600399	Other	03/02/2026	1824 BUCKTHORN LN, SANIBEL, FL 33957
	PRSW202600551	Other	03/23/2026	521 LAKE MUREX CIR, SANIBEL, FL 33957
Ready for Issuance				
	PRSW202600552	Other	03/23/2026	1232 ISABEL DR, SANIBEL, FL 33957
Submittals Incomplete				
	PRSW202600581	Other	03/26/2026	4702 RUE BELLE MER, SANIBEL, FL 33957
	PRSW202600487	Other	03/12/2026	1475 SAND CASTLE RD, SANIBEL, FL 33957

ADDITION/ALTERATION				
Status	Permit Number	Work Class	Date Entered	Location
Permit(s) Issued				
	PRAD202600412	Alteration	03/03/2026	3013 WEST GULF DR, Unit:203, SANIBEL, FL 33957
	PRAD202600488	Alteration	03/12/2026	1376 SAND CASTLE RD, SANIBEL, FL 33957
	PRAD202600536	Alteration	03/19/2026	917 WHELK DR, SANIBEL, FL 33957
	PRAD202600540	Alteration	03/19/2026	2835 WEST GULF DR, Unit:1, SANIBEL, FL 33957
	PRAD202600580	Addition/Alteration	03/25/2026	6136 HENDERSON RD, SANIBEL, FL 33957
	PRAD202600413	Alteration	03/03/2026	1341 MIDDLE GULF DR, Unit:A, Building:10, SANIBEL, FL 33957
	PRAD202600601	Addition	03/27/2026	1605 MIDDLE GULF DR, Unit:314, SANIBEL, FL 33957
	PRAD202600491	Alteration	03/12/2026	957 CABBAGE PALM CT, SANIBEL, FL 33957
	PRAD202600499	Addition/Alteration	03/13/2026	2312 STARFISH LN, SANIBEL, FL 33957
	PRAD202600539	Alteration	03/19/2026	2723 WEST GULF DR, SANIBEL, FL 33957
	PRAD202600398	Addition	03/02/2026	448 GLORY CIR, SANIBEL, FL 33957
	PRAD202600434	Alteration	03/05/2026	950 CABBAGE PALM CT, SANIBEL, FL 33957
	PRAD202600470	Alteration	03/10/2026	2320 WOOSTER LN, Unit:8, SANIBEL, FL 33957
	PRAD202600538	Alteration	03/19/2026	2723 WEST GULF DR, SANIBEL, FL 33957
	PRAD202600570	Alteration	03/24/2026	427 LAGOON DR, SANIBEL, FL 33957
	PRAD202600578	Alteration	03/25/2026	567 N YACHTSMAN DR, SANIBEL, FL 33957
	PRAD202600610	Addition/Alteration	03/30/2026	200 PERIWINKLE WAY, Unit:230, SANIBEL, FL 33957
In Plan Check				
	PRAD202600452	Addition	03/06/2026	569 LIGHTHOUSE WAY, SANIBEL, FL 33957
	PRAD202600596	Addition	03/27/2026	<No Location Available>
	PRAD202600618	Alteration	03/31/2026	1173 KITTIWAKE CIR, SANIBEL, FL 33957
Returned for Correction				
	PRAD202600448	Alteration	03/06/2026	737 EAST GULF DR, Unit:2, Building:A, SANIBEL, FL 33957
	PRAD202600425	Alteration	03/04/2026	938 PECTEN CT, SANIBEL, FL 33957
	PRAD202600449	Alteration	03/06/2026	737 EAST GULF DR, Unit:3, Building:B, SANIBEL, FL 33957
	PRAD202600461	Addition	03/09/2026	984 OYSTER CT, SANIBEL, FL 33957
	PRAD202600481	Addition	03/11/2026	1015 SAND CASTLE RD, SANIBEL, FL 33957
	PRAD202600569	Alteration	03/24/2026	2501 KEY LIME PL, SANIBEL, FL 33957
	PRAD202600498	Addition/Alteration	03/13/2026	9417 SAGE CT, SANIBEL, FL 33957
	PRAD202600534	Addition	03/19/2026	214 DANIEL DR, SANIBEL, FL 33957
Ready for Issuance				

PERMITS APPLIED

BY TYPE

(03/01/2026-03/31/2026)

	PRAD202600440	Addition	03/05/2026	1313 EAGLE RUN DR, SANIBEL, FL 33957
	PRAD202600558	Addition	03/23/2026	2501 WEST GULF DR, Unit:201, SANIBEL, FL 33957
Submittals Incomplete				
	PRAD202600428	Alteration	03/04/2026	<No Location Available>
	PRAD202600556	Addition	03/23/2026	1940 PERIWINKLE WAY, SANIBEL, FL 33957
	PRAD202600577	Addition/Alteration	03/25/2026	939 S YACHTSMAN DR, SANIBEL, FL 33957
	PRAD202600518	Alteration	03/17/2026	2551 SANIBEL BLVD, SANIBEL, FL 33957
On Hold				
	PRAD202600480	Alteration	03/11/2026	4649 RUE BAYOU, SANIBEL, FL 33957
Closed				
	PRAD202600473	Alteration	03/10/2026	9047 MOCKINGBIRD DR, SANIBEL, FL 33957
	PRAD202600506	Alteration	03/16/2026	2075 PERIWINKLE WAY 44

ACCESSORY BUILDING				
Status	Permit Number	Work Class	Date Entered	Location
Permit(s) Issued				
	PRAB202600424	Alteration	03/04/2026	5855 SANIBEL CAPTIVA RD, SANIBEL, FL 33957
Returned for Correction				
	PRAB202600568	New	03/24/2026	1313 PAR VIEW DR, SANIBEL, FL 33957
In Plan Check				
	PRAB202600547	New	03/22/2026	706 NERITA ST, SANIBEL, FL 33957
Submittals Incomplete				
	PRAB202600611	Addition	03/30/2026	595 SEA OATS DR, SANIBEL, FL 33957
Closed				
	PRAB202600455	New	03/06/2026	2030 SUNRISE CIR, SANIBEL, FL 33957

SINGLE FAMILY NEW				
Status	Permit Number	Work Class	Date Entered	Location
Submittals Incomplete				
	PRSF202600592	New	03/26/2026	565 BIRDSONG PL, SANIBEL, FL 33957
Permit(s) Issued				
	PRSF202600401	New	03/02/2026	863 LINDGREN BLVD, SANIBEL, FL 33957
Returned for Correction				
	PRSF202600458	New	03/09/2026	1554 PERIWINKLE WAY, SANIBEL, FL 33957

DEMOLITION				
Ready for Issuance				
	PRDE202600513	Demolition	03/16/2026	1554 PERIWINKLE WAY, SANIBEL, FL 33957
Issued				
	PRDE202600529	Demolition	03/18/2026	1245 ANHINGA LN, SANIBEL, FL 33957
	PRDE202600471	Demolition	03/10/2026	566 N YACHTSMAN DR, SANIBEL, FL 33957
Submittals Incomplete				
	PRDE202600583	Demolition	03/26/2026	828 SAND DOLLAR DR, SANIBEL, FL 33957
In Plan Check				
	PRDE202600587	Demolition	03/26/2026	3559 SANIBEL CAPTIVA RD, SANIBEL, FL 33957

GENERATOR				
Status	Permit Number	Work Class	Date Entered	Location
Permit(s) Issued				
	PRGN202600543	Addition	03/20/2026	3008 TURTLE GAIT LN, SANIBEL, FL 33957
Submittals Incomplete				
	PRGN202600486	New	03/12/2026	815 BIRDIE VIEW PT, SANIBEL, FL 33957

MARINE AND SHORELINE				
Status	Permit Number	Work Class	Date Entered	Location
Permit(s) Issued				
	PRMR202600427	New	03/04/2026	<No Location Available>
	PRMR202600550	New	03/23/2026	869 LIMPET DR, SANIBEL, FL 33957
In Plan Check				
	PRMR202600500	New	03/13/2026	6176 HENDERSON RD, SANIBEL, FL 33957
	PRMR202600555	New	03/23/2026	5770 PINE TREE DR, SANIBEL, FL 33957
	PRMR202600613	New	03/31/2026	3577 WEST GULF DR, SANIBEL, FL 33957
	PRMR202600582	Alteration	03/26/2026	5251 INDIAN CT, SANIBEL, FL 33957
Returned for Correction				
	PRMR202600396	Alteration	03/02/2026	502 LIGHTHOUSE WAY, SANIBEL, FL 33957
	PRMR202600451	New	03/06/2026	6013 CLAM BAYOU LN, SANIBEL, FL 33957
Submittals Incomplete				
	PRMR202600615	Alteration	03/31/2026	917 LINDGREN BLVD, SANIBEL, FL 33957

POOL/SPA				
Status	Permit Number	Work Class	Date Entered	Location
Permit(s) Issued				
	PRPO202600421	New	03/04/2026	749 CARDIUM ST, SANIBEL, FL 33957
	PRPO202600447	Alteration	03/06/2026	2547 WEST GULF DR, SANIBEL, FL 33957
	PRPO202600450	New	03/06/2026	2095 WILD LIME DR, SANIBEL, FL 33957
	PRPO202600541	New	03/19/2026	1305 SEASPRAY LN, SANIBEL, FL 33957
Returned for Correction				
	PRPO202600411	New	03/03/2026	5045 JOEWOOD DR, SANIBEL, FL 33957
In Plan Check				
	PRPO202600508	New	03/16/2026	1283 ISABEL DR, SANIBEL, FL 33957
	PRPO202600614	New	03/31/2026	3013 WEST GULF DR, Building:POOL, SANIBEL, FL 33957

SIGN				
Permit(s) Issued				
	PRSG202600460	New	03/09/2026	3057 WEST GULF DR, SANIBEL, FL 33957
	PRSG202600457	New	03/07/2026	200 PERIWINKLE WAY, SANIBEL, FL 33957
	PRSG202600559	Alteration	03/23/2026	133 BUTTERKNIFE PL, SANIBEL, FL 33957
	PRSG202600563	New	03/24/2026	2957 WEST GULF DR, SANIBEL, FL 33957
	PRSG202600566	New	03/24/2026	3015 WEST GULF DR, SANIBEL, FL 33957
Closed				
	PRSG202600496	Addition/Alteration	03/12/2026	2639 WEST GULF DR
Submittals Incomplete				
	PRSG202600572	New	03/24/2026	3017 WEST GULF DR, SANIBEL, FL 33957
	PRSG202600573	New	03/24/2026	<No Location Available>
	PRSG202600511	Alteration	03/16/2026	2959 WEST GULF DR, SANIBEL, FL 33957
	PRSG202600622	New	03/31/2026	1609 PERIWINKLE WAY 1

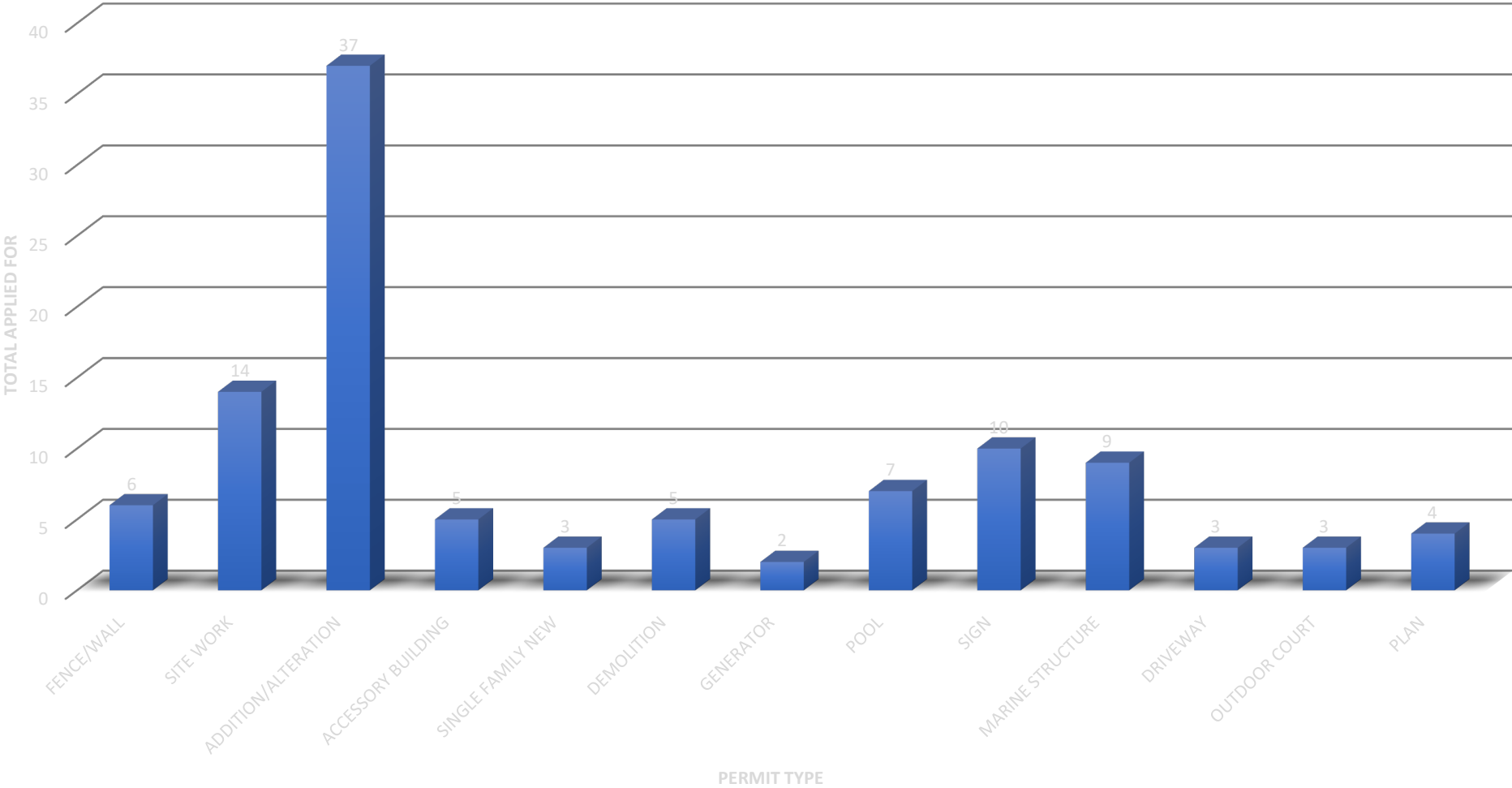
DRIVEWAY/PARKING				
Permit(s) Issued				
	PRDW202600544	Replacement	03/20/2026	1441 SAND CASTLE RD, SANIBEL, FL 33957
	PRDW202600519	Replacement	03/17/2026	1508 ANGEL DR, SANIBEL, FL 33957
	PRDW202600410	Replacement	03/02/2026	9086 MOCKINGBIRD DR, SANIBEL, FL 33957
OUTDOOR COURT				
Permit(s) Issued				
	PROC202600477	Replacement	03/11/2026	4323 WEST GULF DR, SANIBEL, FL 33957
Returned for Correction				
	PROC202600402	New	03/02/2026	2723 WEST GULF DR, SANIBEL, FL 33957
Ready for Issuance				
	PROC202600502	New	03/16/2026	<No Location Available>

LONG-FORM APPLICATIONS

Application Type	Status	Application Number	Date Entered	Location
Appeal	File Closed	PL20260012	3/11/2026	2407 PERIWINKLE WAY, Unit:3, SANIBEL, FL 33957
Dredging or Excavation	Open	PL20260013	3/20/2026	775 LIMPET DR, SANIBEL, FL 33957
Variance	Open	PL20260014	3/20/2026	2544 HARBOUR LN, SANIBEL, FL 33957
Conditional Use Permit	Open	PL20260015	3/30/2026	2330 PALM RIDGE RD 1

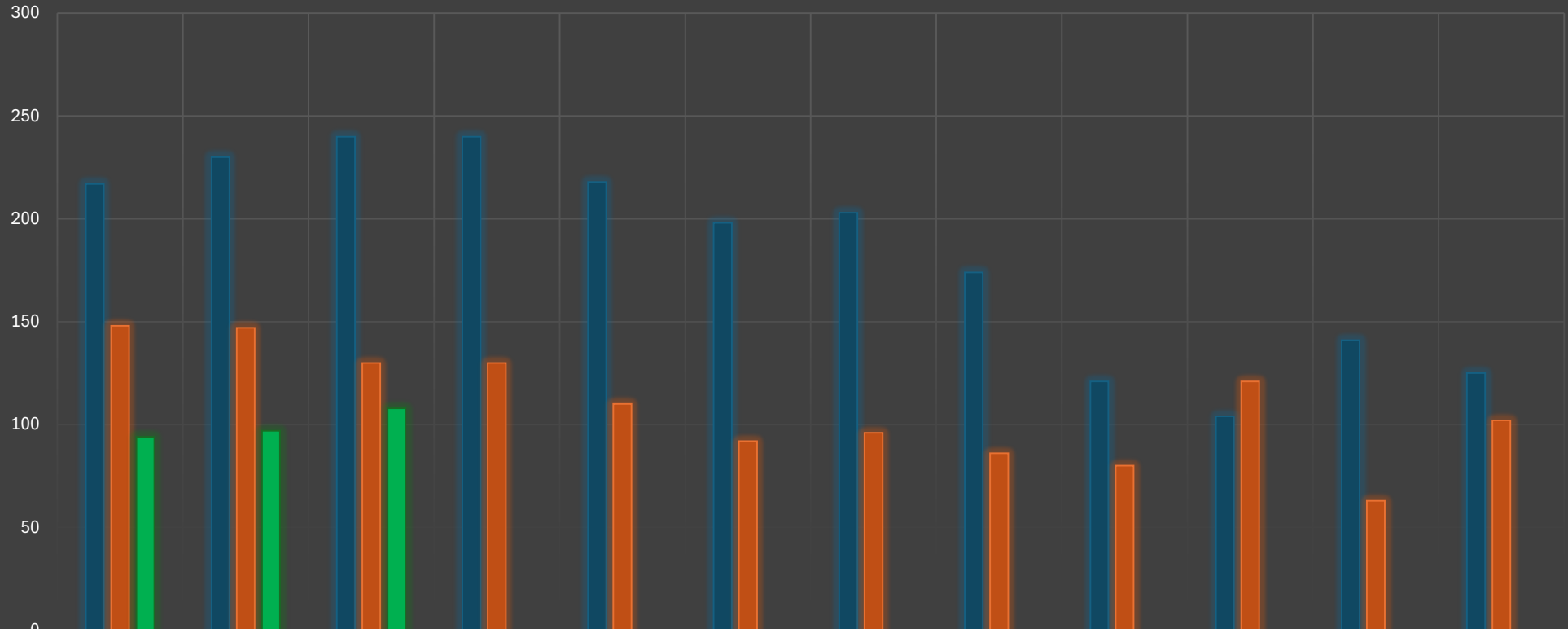
Total Permits/Plans Involving the Planning Department Applied for Between 03/01/2026-03/31/2026: 108

Total Number of Permits Applied for between 03/01/2026-03/31/2026



2024-2026 Monthly Permit and Plan Reports

■ 2024 ■ 2025 ■ 2026



	January	February	March	April	May	June	July	August	September	October	November	December
■ 2024	217	230	240	240	218	198	203	174	121	104	141	125
■ 2025	148	147	130	130	110	92	96	86	80	121	63	102
■ 2026	94	97	108									

LAND DEVELOPMENT CODE AMENDMENTS									
Priority Level	Type	Description	Status	LDC Subcommittee	Planning Commission	City Council Discussion	City Council 1st Reading	City Council 2nd Reading	Other
1	Council - Identified Priority	Chapter 122 - landscaping - buffer standards	In progress	2/24/2026	3/24/2026	4/21/2026	4/21/2026	5/5/2026	
	<i>NR 2023 Priority</i>	<i>Outdoor lighting/ Marine sea turtle lighting</i>	<i>On hold because of SB 180 concerns</i>	<i>11/18/2025</i>					
2	Planning Commission Request	Property maintenance (e.g. overgrown yards, outdoor storage)							
1	Florida Statute requirement	SB 954 - "Certified Recovery Residences"	In progress						
1	Council - Identified Priority	Ch 126 - Exceptions from height limitations for elevating ground-level homes (nonconforming to flood)	In progress	2/24/2026	3/24/2026	5/5/2026	5/5/2026		
2	Council - Identified priority	Developed area/impermeable coverage exemption for elec./mech. equipment - new construction	In progress						Referendum required
	Staff-initiated	Accessory structures in front yards	In progress	2/24/2026	3/24/2026	5/5/2026	5/5/2026		
	Staff-initiated	Limitations on principal (multifamily) buildings - remove prohibition of flat roofs	In progress	2/24/2026	3/24/2026	4/21/2026	4/21/2026	5/5/2026	
SPECIAL PROJECTS									
	Beach Management Plan	Beach Management Plan (with Natural Resources)	In progress						
	<i>2017 - Special Projects</i>	<i>Digitized Zoning Maps - Development Intensity Map (GIS)</i>	<i>Completed for internal use</i>						
	2024 CDBG-DR	Transportation Master Plan	In progress						
	<i>Council Priority</i>	<i>Vulnerability Assessment (with Natural Resources)</i>	<i>Complete</i>	<i>n/a</i>	<i>n/a</i>	<i>12/16/2025</i>	<i>n/a</i>	<i>n/a</i>	<i>public meeting 4/10; report accepted 12/16/25</i>
	Council Priority	Adaptation Plan	In Progress	n/a	n/a		n/a	n/a	
	2022 Planning Objective/ 2024 CDBG-DR	Sanibel Plan update - 1st phase	In progress		TBD				
	Joint Workshop	Transfer of Development Rights	In progress		9/9/2025 discussion 12/9/2025	9/9/2025			

Planning Application Status Report

Property Address	Planning Type	Planning Status	Planning Name	Permit Number
1244 PERIWINKLE WAY, SANIBEL, FL 33957	Waiver	Under Review	IL Cielo Restaurant & Tutti Pazzi	PL20260008
2624 COCONUT DR, SANIBEL, FL 33957	Variance	Waiting for Revisions	2624 Coconut Drive Waterward Extension for Boat Lift	PL20260009
775 LIMPET DR, SANIBEL, FL 33957	Dredging or Excavation	Under Review	Turner Dredging	PL20260013
2544 HARBOUR LN, SANIBEL, FL 33957	Variance	Waiting for Submittals	2544 Harbour Lane Dock Variance	PL20260014
2330 PALM RIDGE RD 1	Conditional Use Permit	Under Review	Temporary FISH of SanCap Food Pantry, Ancillary Uses and Offices Location	PL20260015
1025 PERIWINKLE WAY, SANIBEL, FL 33957	Conditional Use Permit	Under Review	Piña Pop Soda & Cookies	PL20260016
499 LEATHER FERN PL, SANIBEL, FL 33957	Variance	Under Review	Pool Installation - 499 Leather Fern Place	PL20260018
1517 PERIWINKLE WAY 1	Variance	Under Review	Harkey House at Riverview (I)	PL20260019