



City of Sanibel

Planning Commission

Planning Department Agenda Memorandum

Steering Committee Meeting Date: November 19, 2025

To: Sanibel Plan Update Steering Committee

From: Paula McMichael, AICP, Planning Director

Date: November 12, 2025

Subject: Review of the Housing Element

General Background

Each element of the Sanibel Plan begins with “background discussion.” This portion of the element is not regulatory language but a description of the subject, history, and existing (ca. 2012) conditions. Then there is a “plan” (or plans) with provisions followed by Goals, Objectives, and Policies (GOPs). These two portions—the plans and GOPs—constitute the regulatory language.

The tasks for the steering committee at each meeting will be to review the applicable sections of the Sanibel Plan and suggest additions or revisions to address council’s priorities and community concerns. A line-by-line, word-by-word rewrite is not needed, nor is an update of existing conditions, as this will be undertaken by the consultant. We are looking for community input on the topic at the “big picture” level as to what (if anything) should be added or what (if anything) is no longer relevant.

As you prepare for the steering committee meeting, please keep in mind the following framework:

- The Sanibel Plan is a long-range (10- and 20-year timeframes) policy document that serves as the city’s “constitution” or “blueprint” for development and the foundation for the land development code. It must be consistent with state law and internally consistent in order to be legally defensible.
- All proposed changes should be evaluated for consistency with the overarching Sanibel Vision Statement and its Hierarchy of Values of Sanctuary, Community, and Attraction. The Sanibel Vision Statement is incorporated into the Sanibel Plan as well as the city’s charter. It is included as an attachment to the agenda for your reference.

BMRH Subcommittee Review

The Below Market Rate Housing Subcommittee met on October 28, 2025, and staff solicited their input on the Housing Element for your consideration. Minutes from that meeting are included for your reference. The subcommittee expressed interest in reviewing the results of the Housing Needs Analysis once complete.