



City of Sanibel

800 Dunlop Road
Sanibel, FL 33957

Meeting Minutes - Final Below Market Rate Housing Review Sub-Committee

Tuesday, October 28, 2025

9:00 AM

MacKenzie Hall - Sanibel City Hall (800 Dunlop Road)

1. Call to Order

The meeting convened at 9:00 a.m.

2. Pledge of Allegiance (Chair Sergeant)

Chair Sergeant led the Pledge of Allegiance.

3. Roll Call

Present: 4 - Commissioner Paul Nichols, Chair Kate Sergeant, Commissioner Erika Steiner, and Commissioner Lyman Welch

4. Consent Agenda

- a. Authorize the Subcommittee Chair to review and approve the October 28, 2025 Below Market Rate Housing Review Subcommittee Minutes.
- b. Authorize Subcommittee Chair to review and sign 2025 annual report from summary minutes.

Approval of the Consent Agenda items 4(a) and 4(b).

Commissioner Welch moved, seconded by Commissioner Steiner, to approve Consent Agenda items 4(a) and 4(b). The motion carried.

5. Old Business

- a. Below Market Rate Housing Program Review Land Development Code Section 82-321 and Chapter 102.

Deputy Planning Director Craig Chandler provided a brief history of the program and purpose of the meeting.

Discussion ensued regarding the joint workshop discussions relating to transfer of development rights to benefit below market rate housing (BMRH). City Attorney John Agnew spoke to the flexibility of the code regarding BMRH, not requiring amendments to go to referendum.

- b. Status Update on Housing Needs Analysis - Bright Community Trust.

Deputy Planning Director Craig Chandler summarized the memorandum included in the agenda packet. Discussion ensued regarding the option for the subcommittee to review the draft prior to presenting to Council.

6. New Business

- a. Presentation from Community Housing and Resources, Inc. (CHR) Executive Director Nicole Decker-McHale.

Community Housing and Resources (CHR) Executive Director Nicole McHale introduced the CHR Board and Staff followed by an update regarding the below market rate housing program.

Highlights:

- Lost 11 housing units in Hurricane Ian - 10 units being rebuilt
- 5-year strategic plan
- Renovations completed following the storms
- Planned repairs and renovations for the year
- Elevators modernized due to Community Development Block Grants (CDBG) funds
- Renaming housing units
- Raised \$6.9M in the community, using to rebuild Riverview

Rachel Bielert, Project Manager for Riverview, provided an update regarding the rebuild. Discussion ensued regarding how the new building will accommodate ADA accessibility. Ms. McHale and Ms. Bielert further spoke to working with the Lee County Board of County Commissioners to transfer CDBG grant funding from a non-viable parcel to the purchase and development of 1523 Periwinkle Way for mixed use (Commercial and BMRH). Discussion ensued regarding the proposed size of commercial use being 3000 square feet and approximately 38 housing units.

Ms. McHale continued her presentation, highlighting:

- Coastal Crossings
- 67 apartments, 9 limited equity ownership (LEO) properties
- One LEO property is now back in rental program
- Revamping LEO property
- Purchased back one LEO property, working in partnership with the Fire District
- to use the property as house during the reconstruction of Station 1
- 91 residents, 15 children, 15 perspective renters on wait list
- Programs the CHR Staff have participated in
- Partnerships throughout the island
- Working on annual audits and reports
- Fundraising events and opportunities

Discussion ensued regarding CHR being included in the housing needs survey, the application process being 2-months minimum, and the 3% level for the below market rate housing. Mr. Chandler spoke to the goals and purpose of the housing needs survey.

b. Sanibel Plan update - committee review of the Housing Element.

Planning Director Paula McMichael provided a brief update of the project and steps of the steering committee, noting sections of the plan for the subcommittee to make recommendations and comments on.

Discussion ensued regarding whether to discuss the sections today or wait until the report is available, desire to review the report prior to going to Council, ensuring housing for the workforce, encouraging work/shop/school/live community lifestyle, and scheduling another meeting after the report is received. Further discussion ensued regarding how short-term rentals affect the community and gathering information from the dwelling rental license program.

7. Public Comment

Public Comment:

- Nicole McHale - CHR - spoke to marketing for employee/workforce housing

8. Adjournment

There being no further business, the meeting adjourned at 10:19 a.m.