

CITY OF SANIBEL

REPORT OF EX-PARTE COMMUNICATION

This form is to be filled out, signed and delivered to the recording secretary of the Council, board, commission or committee for disclosure on the record at the quasi-judicial hearing to which it applies.

Date of Communication: 2-25-25

Person or Group with whom Communicated: Arlene Dillon

Quasi-judicial Action: Appeal concerning BLD# 2024-017801

Type of Communication (mark one): Oral ☒ Written ☒

Substance of communication (If written, attach copy; otherwise describe):

See attached

Signature of Public Official: Erika Steiner

Printed Name of Public Official: ERIKA STEINER

Date: 4-8-25

Note: The completed form shall be attached to the adopted meeting minutes.



Erika Steiner – Planning Commission meeting April 8, 2025  
Ex-Parte Communication

Discussion with Arlene Dillon, February 25, 2025.

Ms Dillon called me prior to the Planning Commission's hearing concerning "fill" to discuss her community's concern about the development of 1305 Seaspray, and the impact it may have on water management. We also discussed whether there was an open body of water on the property. She then forwarded to me the pictures that were included in our agenda today under item 7.a. 8 – Public Comments which had been previously sent to the City Manager and Mayor.

I had requested that staff send these materials to the rest of the Planning Commission since it seemed relevant to our upcoming agenda, however staff determined and I agreed that it was not on topic regarding "fill" so it was not distributed.

I have and no communications with any party since the appeal was filed.



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Date of Communication: January 23 2025

Person or Group with whom Communicated: Arlene Dillon

Quasi-judicial Action: Appeal of floodplain administrator on BLDR-2024-017801

Type of Communication (mark one): Oral X Written \_\_\_\_\_

Substance of communication (If written, attach copy; otherwise describe):

Arlene told me there was a building  
being constructed in her neighborhood  
on land that was frequently flooded and  
had open water on it. She asked me to  
come out and take a look at the property.

Signature of Public Official: Lyman C. Welch

Printed Name of Public Official: LYMAN C. WELCH

Date: April 7 2025

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Date of Communication: April 7 2025

Person or Group with whom Communicated: Neighbor of 1305 Seaspray Lane

Quasi-judicial Action: Appeal of floodplain administrator RE: BLDR-2024-017801

Type of Communication (mark one): Oral X Written \_\_\_\_\_

Substance of communication (If written, attach copy; otherwise describe):

When doing my site visit, the next door  
neighbor told me he was happy they  
were constructing the building and  
he would not be at the hearing as he  
had a conflict

Signature of Public Official: \_\_\_\_\_

Lyman C. Welch

Printed Name of Public Official: \_\_\_\_\_

LYMAN C. WELCH

Date: \_\_\_\_\_

April 7, 2025

Note: The completed form shall be attached to the adopted meeting minutes.

