



# City of Sanibel

800 Dunlop Road  
Sanibel, FL 33957

## Meeting Minutes - Draft Planning Commission

*The times are estimated, but public hearings will not commence prior to  
the time stated*

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Tuesday, January 26, 2021

9:00 AM

City Hall

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### 1. Call To Order

The meeting convened at 9:01 a.m.

### 2. Pledge of Allegiance (Commissioner Kirchner)

Commissioner Kirchner led the Pledge of Allegiance.

### 3. Roll Call

**Present:** 7 - Vice Chair Roger Grogman, Commissioner Eric Pfeifer, Commissioner Matthew Kirchner, Commissioner Karen Storjohann, Commissioner Paul Nichols, Commissioner Ty Symroski, and Commissioner Laura DeBruce

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

All Commissioners were in attendance.

### 4. Introduction of New Planning Commission Members

#### a. Reappointment of Paul Nichols, Term 1/19/21 to 12/6/24

Chair Grogman welcomed the new members to the Commission and spoke to Commissioner Nichols's reappointment.

Commissioner Nichols thanked Council for reappointing him.

Discussion ensued regarding the Commission terms being alternating 3 year terms and that there would be a Resolution brought forward at the February Council meeting to correct a scrivner's error in the expiration dates in the Resolution appointing Commissioners Nichols and Symroski to full terms.

#### b. Introduction of New Planning Commission Member Laura DeBruce, Term 1/19/21 to 1/9/23

Chair Grogman introduced Commissioner Laura DeBruce who provided a brief background and thanked Council for the opportunity.

- c. Introduction of New Planning Commission Member Ty Symroski, Term 1/19/21 to 12/6/24

Chair Grogman introduced Commissioner Ty Symroski who spoke to being in Commission meetings previously as a Planner for the City and looks forward to the opportunity to participate as a Commissioner.

## **5. Election of Chair (Meeting temporarily chaired by City Attorney)**

Attorney Agnew spoke to the process of electing a Chair and Vice Chair noting that the City code designates January as the organizational meeting.

Commissioner Kirchner nominated Roger Grogman as Chair. There were no further nominations. By unanimous voice vote, Roger Grogman was elected as Planning Commission Chair.

## **6. Election of Vice Chair**

Commissioner Storjohann nominated Eric Pfeifer, there were no further nominations. By unanimous voice vote, Eric Pfeifer was elected Planning Commission Vice Chair.

## **7. Public Comments for Items Not Appearing On The Agenda**

There were no public comments.

## **8. City Council Liaison Report**

Vice Mayor Smith welcomed the new and reappointed members and gave a brief report of the January 19, 2021 meeting:

- First reading of an ordinance for non-resident parking passes
- Emergency authorization to dredge Shell Harbour was approved
- Resolution 20-013 to appropriate funds related to the modernization of the Police Department was approved
- Presentation from Lee County regarding the Causeway Islands project proposal
- Presentation from Lee Health regarding status and updates for COVID-19 vaccinations
- Appointment of three new members to Vegetation Committee
- Appointment of Bob Kern to the Contractor Review Board

## **9. Consent Agenda**

- a. Approval of the January 12, 2021 Minutes

Commissioner Pfeifer moved, seconded by Commissioner Kirchner to adopt the January 12, 2021 meeting minutes. The motion carried.

- b. Approval of the 2021 Planning Commission Liaison to City Council Schedule with current membership

Discussion ensued regarding the schedule being revised to include the membership changes and for Commissioner Storjohann to report in February.

**Commissioner Kirchner moved, seconded by Commissioner Stojohann to approve the 2021 Planning Commission Liaison to City Council Schedule amended with Commissioner Storjohann presenting at the February 2, 2021 meeting. The motion carried.**

## 10. New Business

- a. Selection of Subcommittee Members and Election of Chairs  
i. Below Market Rate Housing Review Subcommittee

Discussion ensued regarding which Commission members desired to be on the subcommittee. Commissioner DeBruce would like to be on the subcommittee and noted she is a member of the Executive Board of Community Housing and Resources (CHR). Discussion ensued regarding there being no financial incentive or gain and Commissioner DeBruce would have no conflict serving on the subcommittee. Commissioner Symroski also requested to serve on the subcommittee.

Vice Mayor Smith spoke to there being four subcommittees and that the Land Development Review Subcommittee was the only one that required full commission membership. Commissioner Nichols also requested to be a subcommittee member.

Membership for the Below Market Rate Housing Review (BMRH) Subcommittee would be: Roger Grogman, Eric Pfeifer, Karen Storjohann, Laura DeBruce, Ty Symroski, and Paul Nichols.

Discussion ensued with Commissioner Storjohann nominating Eric Pfeifer as Chair of the BMRH subcommittee. There were no further nominations.

**Commissioner Storjohann moved, seconded by Commissioner Kirchner for the membership of the Below Market Rate Housing Review Subcommittee to be Roger Grogman, Eric Pfeifer, Karen Storjohann, Laura DeBruce, Ty Symroski, and Paul Nichols, with Eric Pfeifer as the Chair. The motion carried.**

- ii. Capital Improvements Review Subcommittee

Discussion ensued regarding the subcommittee meeting once a year. Commissioners Grogman Nichols, and Storjohann would like to remain on the subcommittee. Commissioners Pfeifer and DeBruce both expressed interest in serving.

The membership of the Capital Improvements Review Subcommittee membership would be: Roger Grogman, Paul Nichols, Karen Storjohann, Eric Pfeifer, and Laura DeBruce.

Commissioner Storjohann requested to remain chair of the subcommittee. There were no other nominations.

**Chair Grogman moved, seconded by Commissioner Storjohann for the membership of the Capital Improvements Review Subcommittee to be Roger Grogman, Paul Nichols, Karen Storjohann, Eric Pfeifer, and Laura DeBruce, with Karen Storjohann as the Chair. The motion carried.**

iii. Land Development Code Review Subcommittee

Discussion ensued regarding the subcommittee consisting of all members of the Planning Commission.

The membership of the Capital Improvements Review Subcommittee membership would be: Roger Grogman, Paul Nichols, Karen Storjohann, Eric Pfeifer, Laura DeBruce, Ty Symroski, and Matt Kirchner.

Commissioner Storjohann nominated Ty Symroski as Chair, Vice Mayor Smith noted this committee has a Chair and Vice Chair. Commissioner Pfeifer nominated Paul Nichols as Chair and Ty Symroski as Vice Chair. There were no further nominations.

**Vice Chair Pfeifer moved, seconded by Commissioner Storjohann to set the membership of the Land Development Code Review Subcommittee as Roger Grogman, Paul Nichols, Karen Storjohann, Eric Pfeifer, Laura DeBruce, Ty Symroski, and Matt Kirchner with Paul Nichols as Chair and Ty Symroski as Vice Chair. The motion carried.**

iv. Permitting Process Review Subcommittee

Discussion ensued regarding there being no requirement that the full commission be on the committee. Commissioner Pfeifer requested not to continue serving on the subcommittee. Commissioners DeBruce and Symroski both requested to serve.

The membership of the Permitting Process Review Subcommittee membership would be: Roger Grogman, Paul Nichols, Karen Storjohann, Laura DeBruce, Ty Symroski and Matt Kirchner.

Commissioner Kirchner requested to remain chair of the subcommittee. There were no other nominations.

**Commissioner Storjohann moved, seconded by Commissioner Kirchner to set the membership of the Permitting Process Review Subcommittee as Roger Grogman, Paul Nichols, Karen Storjohann, Laura DeBruce, Ty Symroski and Matt Kirchner with Matt Kirchner as the Chair. The motion carried.**

## 11. Report from Community Services Director (Keith Williams)

a. Upcoming meeting dates:

i. Planning Commission - Tuesday, February 9, 2021

iii. Updated Planning Commission Roster

Director Williams spoke to standard attachments as well as the updated membership roster being included.

Discussions ensued regarding the Land Development Code (LDC) Review Subcommittee meeting being scheduled for February 9. Information provided at previous LDC meetings regarding seawalls would be provided to the new Commissioners.

Further discussion ensued regarding scheduling the Permitting Process Review Subcommittee meeting in the spring, staff testing the back office portion of the software, planning for demo of the software, and if this were the same program Lee County is using. Director Williams noted this was not the same program used by Lee County and not related to the unified permitting system that was being researched by Lee County. The majority of the updates to the permitting system are behind the scenes and the application and review processes will become electronic. Staff will provide guidelines for the contractors and applicants when the program goes live.

ii. Report to City Council - Tuesday, February 2, 2021 - Commissioner Grogman

Commissioner Storjohann will provide the February liaison to Council Report.

## **12. Report from Commission Members**

Commissioner Storjohann spoke to a book that speaks to the ecological makeup of Sanibel Nature Friendly Communities. She further spoke to the LCEC trimming being done and to vegetation buffering requirements and guidelines.

Commissioner DeBruce inquired as to the availability of information available to Commissioners before public hearings. Director Williams spoke to the advertising deadlines and submission requirements, noting that staff reports are supplied as early as possible before a hearing.

Commissioner Symroski spoke to the amount of changes or revisions that could be made between the legal advertisement being published and the public hearing. Director Williams noted the opportunity for applications to be revised and public comments to be collected. Attorney Agnew spoke to the legal ads being the notice of the nature of the project but the scope could change as needed before the hearing. If the nature of the project changed significantly there may be a need to re-advertise and reschedule the hearing.

**13. Report from Commission Chair**

Chair Grogman thanked the entire Commission for their willingness to participate on the subcommittees. He further spoke to a webinar he participated in and encouraged all members to continue to research and share information.

**14. Public Comment**

Vice Mayor Smith spoke to requesting a recording of the mangrove webinar and will share with Commission once received. She further spoke to being on Horizon Council Board and a subcommittee that is researching a unified permitting process. She additionally spoke to providing information as available regarding upcoming hearings. Finally she spoke to a notice regarding vaccinations

**15. Adjournment**

There being no further business the meeting adjourned at 10:03 a.m.