



Planning and Community Development – May 2026 Monthly Report

- *Meetings*
 - Staffed Downtown Design Review Committee meeting – May 6th
 - Attended City Commission meetings – May 11th
 - Staffed Planning Commission meeting – May 12th
 - Attended DDA meeting May 13th
 - Attended Tree Board meeting May 13th
- *Planning Commission*
 - Master Plan Update – online survey ended 4/24/2026. Commission discussed areas for additional input during the June 9th open house. Flyers were distributed to library, senior center, RAM, Roti Roti, and city hall in May. Facebook blasts were sent out.
 - Unified Development Ordinance –drafting changes to Section 71-30 Sign Standards completed.
 - Unified Development Ordinance – staff drafted changes to Section 71-26 Buffering, Section 71-28 Tree Preservation and Landscape Standards and Section 71-29 Fencing Standards. Changes discussed and work continues.
 - Introduced changes to Table 71-J Use Matrix – Residential – public hearing scheduled for July 14th meeting.
- *Website and process/form updates*
 - Minor updates to website.
- *Building Division*
 - Page 2 provides year to date counts on activity.
 - Worked to find individuals interested in being appointed to Construction Board of Appeals.
- *Code Enforcement Division*
 - Page 2 provides year to date counts on activity.
 - Coordinated with Public Works and contractor regarding 50/50 Sidewalk Replacement Program.
- *Planning and Zoning Division*
 - Continued working on 50/50 Sidewalk Replacement Program.
 - Drafted language associated with Chapter 78 Solid Waste – brush and introduction memorandum to City Commission.
 - Drafted language for the deletion of Chapter 76 Signs from Code of Ordinances, introduction made to City Commission.
 - Completed application, directions and webpage associated with Vacant and Underutilized Buildings.
 - Worked on draft language for Unified Development Code associated with Downtown Design Review Committee.
 - Updated information needed for Redevelopment Ready Committee “essential” status.

