



Planning and Community Development – July 2026 Monthly Report

- *Meetings*
 - Staffed Downtown Design Review Committee meeting – July 1st – cancelled no quorum
 - Attended City Commission meetings – July 13th
 - Staffed Planning Commission meeting – July 14th
 - Attended DDA meeting July 15th
- *Planning Commission*
 - Master Plan Update – Began discussing and working on Future Land Use Map.
 - Unified Development Ordinance – did not discuss at the July meeting.
- *Website and process/form updates*
 - Minor updates to website.
 - Attend meeting to learn more about future conversion to operating system with current vendor.
 - Attended webinar regarding new agenda packet software.
- *Building Division*
 - Page 2 provides year to date counts on activity.
 - Permit issued for one new dwelling.
- *Code Enforcement Division*
 - Page 2 provides year to date counts on activity.
 - Tall grass enforcement was modified beginning in July. All streets are driven weekly and informed of violations on Thursday. The list is forwarded to Public Services for mowing on Monday.
 - Coordinated with Public Works and contractor regarding 50/50 Sidewalk Replacement Program.
- *Planning and Zoning Division*
 - Worked on required documents needed for implementation of BS&A Community Development module – building, code enforcement, planning and zoning.
 - Worked on draft language for Unified Development Code associated with Downtown Design Review Committee.
 - Drafted Objectives, Goals and Tasks for Master Plan review.

2026 Planning and Community Development Department Activity

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Year to Date
Building													
Site Visit-Inspect	0	0	21	52	87	81	81						322
Building addition	0	0	1	0	0	0	1						2
Demolition	0	0	1	0	0	0	0						1
Interior/Exterior Remodel/Repair	3	3	0	2	4	4	4						20
New construction - bldg/+200 sf	0	0	0	1	1	0	1						3
Occupancy Permit - Change of Use	1	0	1	0	0	1	0						3
Roof, Window, Waterproofing	2	1	7	12	10	13	9						54
Monthly Permits Issued	6	4	10	15	15	18	15						83
Electric permits - contract inspector	2	6	6	6	4	1	1						26
Monthly Totals	8	10	16	21	19	19	16						109
Code Enforcement													
Investigated Complaints	10	12	11	12	17	16	18						96
Parking on Grass	0	0	4	7	1	3	4						19
Rental Inspections	15	52	27	30	18	1	3						146
Tall Grass	0	1	0	31	22	25	154						233
Misc Enforce Letter	0	0	1	2	2	1	1						7
2nd Enforce Letter	0	0	1	2	4	1	1						9
Final Enforce Letter	0	0	0	0	0	1	1						2
Citation Issued	1	0	0	0	0	0	1						2
Monthly Totals	26	65	44	84	64	48	183						514
Planning and Zoning													
Code Enforcement	0	0	0	0	2	0	5						7
Bldg Permit Review	1	0	0	1	1	2	1						6
Land Division	0	0	0	0	1	1	0						2
Admin Design Review	3	0	0	1	0	0	0						4
Sidewalk Café	0	0	0	1	0	0	0						1
Accessory Structure	0	0	1	0	2	0	1						4
Fence	0	0	4	2	5	3	5						19
Sign	3	0	2	1	3	0	0						9
Monthly Totals	7	0	7	6	14	6	12						52