

EXECUTIVE SUMMARY



To: Bogdan Vitas, City Manager

Through: Donald Leland Craig, AICP
Director of Development Services and Planning Director

From: Carlene Smith, Planner Analyst

Meeting Date: February 19, 2014

RE: Building Permit Allocation System (BPAS) Annual Report - Presentation of the tracking and monitoring requirements as required by Section 108-995 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

ACTION STATEMENT:

Request: Approve the 2013 Building Permit Allocation System (BPAS) Annual Report.

Location: Citywide

BACKGROUND:

In accordance with the requirements of Section 108-995 of the Land Development Regulations, the annual report is required to track all inputs into the Building Permit Allocation System as well as allocations to the system by structure and use type.

On November 6, 2013, the City Commission adopted BPAS Ordinance 13-19. Appeal deadlines are expected to expire by March 2014. Therefore, this annual report will serve as the last report under Ordinance 10-10, which requires that the Administrative Official provide an Annual Report to both the Planning Board and City Commission. Under Ordinance 13-19, the City Planner will provide an annual report to the Planning Board and the state land planning agency by September 1 of each year.

PREVIOUS CITY ACTIONS:

Planning Board January 23, 2014 (PB Res. 2014-06)

PLANNING STAFF ANALYSIS:

The Land Development Regulations requires that the Administrative Official provide an Annual Report to both the Planning Board and City Commission.

Options / Advantages / Disadvantages:

Option 1. Approve the BPAS 2013 Annual Report.

1. Consistency with the City's Comprehensive Plan and Land Development Regulations:

Approval of the BPAS 2013 Annual Report is consistent with the City's Comprehensive Plan and Land Development Regulations.

2. Consistency with the City's Strategic Plan, Vision and Mission:

Approval of the BPAS 2013 Annual Report is consistent with the City's Strategic Plan, Vision, and Mission.

3. Financial Impact:

No direct financial impact is anticipated as a result of the approval of the BPAS 2013 Annual report.

Option 2. To deny the BPAS 2013 Annual Report.

1. Consistency with the City's Comprehensive Plan and Land Development Regulations:

Denial of the BPAS 2013 Annual Report would be inconsistent with the City's Comprehensive Plan and Land Development Regulations.

2. Consistency with the City's Strategic Plan, Vision and Mission:

Denial of the BPAS 2013 Annual Report would be inconsistent with the City's Strategic Plan, Vision, and Mission.

3. Financial Impact:

Denial of the BPAS 2013 Annual Report may have indirect financial implications in the form of potential takings claims.

Recommendation:

The Planning Department and Planning Board recommend **approval of Option 1, approving the BPAS 2013 Annual Report.**