



**THE CITY OF KEY WEST
PLANNING BOARD
Staff Report**

To: Chairman and Planning Board Members

From: Vanessa Sellers, Planner I

Through: Patrick Wright, Planning Director

Meeting Date: August 16, 2018

Agenda Item: **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.

Introduction: 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, which became effective March 1, 2014. This annual report will serve as the fifth report under Ordinance 13-19, which requires that the Administrative Official provide an Annual Report to the Planning Board and the State Land Planning Agency by September of each year.

Process: The Land Development Regulations require that the Administrative Official provide an Annual Report to both the Planning Board and the State Land Planning Agency.

Recommendation:
The Planning Department recommends approval of the 2018 annual report findings.

- Attachments:
1. 2018 BPAS Annual Report
 2. Draft Resolution