

Town of Longboat Key Comprehensive Plan Update CAPITAL IMPROVEMENTS ELEMENT (CIE)

CIE Goal 1: Implement the Town of Longboat Key Comprehensive Plan.

CIE Objective 1.1: The Town of Longboat Key Comprehensive Plan (LBKCP) shall be implemented through the application of tools, instruments, and programs, including but not limited to:

- strategic master plans;
- land development Codes;
- capital improvement programs;
- concurrency management; and
- Partnerships and interlocal agreements.

CIE Policy 1.1.1: Implement the LBKCP through Strategic Master Plans.

CIE Strategy 1.1.1.1: Adopt and apply Strategic Master Plans that advance the mission of departments and agencies and provide policy and operational guidance.

CIE Strategy 1.1.1.2: Strategic Master Plans shall be reviewed for consistency with the LBKCP upon adoption or amendment.

CIE Strategy 1.1.1.3: The adoption or amendment of a Strategic Master Plan shall not constitute an amendment to the LBKCP.

CIE Policy 1.1.2: Adopt and apply a Land Development Code that meets the requirements of Chapter 163 F.S.

CIE Strategy 1.1.2.1: The Land Development Code shall include, at a minimum, regulations regarding the following:

1. subdivision of land;
2. use of land and water;
3. protection of potable water wellfields;
4. drainage and stormwater management;
5. protection of environmentally sensitive resources;
6. signage;
7. adequate public facilities;
8. mobility;
9. compatibility of adjacent uses;

10. provide for open space; and
11. safe and convenient onsite traffic flow, considering needed vehicle parking.

CIE Strategy 1.1.2.2: The Land Development Code shall establish zoning districts consistent with the Future Land Use Element of the LBKCP and prescribe development standards to achieve the intent of each district.

CIE Strategy 1.1.2.3: The Land Development Code shall include a Zoning Map.

CIE Strategy 1.1.2.4: The Land Development Code shall establish criteria, standards, methodologies, and procedures that promote the application of Planned Developments. The approval of a Planned Development shall constitute a rezoning.

CIE Strategy 1.1.2.5: The Land Development Code shall include criteria and procedures for the amendment of the Zoning Map. A rezoning action must consider, at a minimum:

- consistency with the comprehensive plan;
- compliance with the Land Development Code;
- the adequacy of public facilities; and
- compatibility with the community and neighboring properties.

CIE Strategy 1.1.2.6: The Land Development Code shall encourage the master planning of development projects.

CIE Strategy 1.1.2.7: The Land Development Code shall include development standards pertaining to subdivision layout and design, infrastructure configuration and design, the protection of open space and environmental resources, the maintenance of levels of service, and the compatibility of land uses.

CIE Strategy 1.1.2.8: The Land Development Code shall include criteria and procedures for administration and enforcement.

CIE Strategy 1.1.2.9: The Land Development Code shall provide for equitable relief in the form of variances and appeals of administrative interpretations.

CIE Strategy 1.1.2.10: The Land Development Code shall recognize the existence of non-conformities and vested rights and establish

criteria, standards, and procedures for the regulation of such properties.

CIE Policy 1.1.3: Maintain a Capital Improvements Program (CIP).

CIE Strategy 1.1.3.1: Establish and annually update a five-year Capital Improvements Program (CIP).

CIE Strategy 1.1.3.2: Maintain a Capital Improvements Schedule (CIS). The CIS shall list capital projects required to meet established levels of service for the concurrency elements.

CIE Strategy 1.1.3.3: The CIS shall show estimated costs and project funding sources in five-year increments.

CIE Strategy 1.1.3.4: The CIP shall include criteria and procedures for annually reconciling the CIS with the CIP.

CIE Strategy 1.1.3.5: The CIP shall include the CIS, including project descriptions, estimated costs, sources of funding, and timetables for completion.

CIE Strategy 1.1.3.6: The first year of the annual CIP shall constitute a capital budget.

CIE Strategy 1.1.3.7: The CIP shall include programs and methods to provide information for the public about the planning and programming of capital investments.

CIE Strategy 1.1.3.8: The CIP shall include programs and methods to obtain public input and comment prior to and during project development.

CIE Policy 1.1.4: Establish Levels of Service (LOS)

CIE Strategy 1.1.4.1: Establish Mobility LOS as prescribed by the Mobility Element.

CIE Strategy 1.1.4.2: Establish potable water LOS as prescribed by the Potable Water Element.

CIE Strategy 1.1.4.3: Establish wastewater LOS as prescribed by the Wastewater Element.

CIE Strategy 1.1.4.4: Establish stormwater infrastructure LOS as prescribed by the Stormwater Management Element.

CIE Strategy 1.1.4.5: Establish solid waste LOS as prescribed by the Solid Waste Element.

CIE Strategy 1.1.4.6: Establish recreational facility LOS as prescribed by the Recreation and Open Space Element.

CIE Strategy 1.1.4.7: The Town and School Board of Manatee County agree to implement the level of service standards for public schools district-wide to all schools of the same type as follows:
Elementary – 110% Permanent FISH Capacity and capacity for Eligible Relocatables based on the School Service Area;
Middle – 105% Permanent FISH Capacity and capacity for Eligible Relocatables based on the School Service Area; and,
High – 100% Permanent FISH Capacity and capacity for Eligible Relocatables district-wide.

CIE Strategy 1.1.4.8: The Town and School Board of Sarasota County agree to implement the level of service standards for public schools district-wide to all schools of the same type as follows:
Elementary – 115% of Permanent Program Capacity by School Service Area
Middle – 100% Permanent Program Capacity by School Service Area
High – 105% Permanent Program Capacity by School Service Area.

CIE Policy 1.1.5: Plan and program capital infrastructure and facilities investment to meet established LOS.

CIE Strategy 1.1.5.1: Develop and maintain an inventory of capital infrastructure and facilities needed to meet LOS.

CIE Strategy 1.1.5.2: Manatee and Sarasota County School Boards, in coordination with the Town, shall annually update their Five Year Capital Facilities Plans, to ensure that level of service standards will continue to be achieved and maintained by the end of the planning period. The Town adopts by reference the Sarasota School District Five Year Capital Facilities Plan, as amended. The Town adopts by reference the School District of Manatee County’s annual Work Plan and annual School Capacity Program, as amended, by the School Board.

CIE Strategy 1.1.5.3: Project capital infrastructure and facility needs to meet LOS that support projected growth and development.

CIE Strategy 1.1.5.4: Evaluate and prioritize capital infrastructure and facilities investment.

CIE Policy 1.1.6: Prudently manage fiscal resources and debt.

CIE Strategy 1.1.6.1: Apply a full range of funding resources to meet capital infrastructure and facility needs.

CIE Strategy 1.1.6.2: Provide capital infrastructure and facilities within the ability to pay from existing and available revenue sources.

CIE Strategy 1.1.6.3: Apply professionally acceptable techniques for the estimate of project costs, including projected operating and maintenance obligations.

CIE Policy 1.1.7: Existing and future development shall bear a proportionate share of the costs of needed public infrastructure and facilities.

CIE Strategy 1.1.7.1: New development and redevelopment shall be required to pay a proportionate share of the cost of capital facility capacity needed to maintain adopted levels of service.

CIE Strategy 1.1.7.2: New development and redevelopment shall be required to pay water and sewer connection fees reflecting a proportionate share of facility costs.

CIE Strategy 1.1.7.3: New development and redevelopment shall be required to pay the Facility Investment Fee for water and wastewater capacity required by agreements with Manatee County or other providers.

CIE Strategy 1.1.7.4: Participate in Mobility, Transportation, and/or Road Impact Fee programs established by Sarasota County and Manatee County. Develop and implement a strategic plan for mobility and transportation funding considering transit service improvements, bicycle and pedestrian facilities and other multi-modal enhancements.

CIE Policy 1.1.8: Ensure that adequate facilities are in place to support new development (Concurrency Management).

CIE Strategy 1.1.8.1: The Land Development Code shall require that adequate public facilities for potable water, wastewater, stormwater

management, solid waste, and public schools are in place at the time of development or within a specified period of time.

CIE Strategy 1.1.8.2: The Land Development Code shall include technical criteria, standards, and methodologies to evaluate the impact of new development and redevelopment on levels of service for potable water, sanitary sewer, stormwater management, solid waste, and public schools.

CIE Strategy 1.1.8.3: The Land Development Code shall include criteria, standards, and methodologies to determine potential impact of new development and redevelopment on LOS and ensure mitigation of those impacts for potable water, sanitary sewer, stormwater management, solid waste, and public schools.

CIE Strategy 1.1.8.4: No development order shall be issued without a determination that the established LOS for potable water, sanitary sewer, stormwater management, solid waste, and public schools is not degraded or that mitigation is provided.

CIE Strategy 1.1.8.5: Capital projects required to satisfy concurrency shall be included in the CIS.

CIE Objective 1.2: Progress toward implementation of this comprehensive plan shall be measured through an administrative work plan.

CIE Policy 1.2.1: Establish priorities for implementation of the directives prescribed by this comprehensive plan (LBKCP).

CIE Strategy 1.2.1.1: Identify and program short-term implementing actions to be taken within two years of adoption of the LBKCP.

CIE Strategy 1.2.1.2: Identify and program implementing actions to be taken within five years of adoption of the LBKCP.

CIE Strategy 1.2.1.3: Identify and program implementing actions to be taken within five to ten years of adoption of the LBKCP.

CIE Policy 1.2.2: periodically update an administrative work program for implementation of the LBKCP. Updates to the administrative work program shall not be construed to require the amendment of the LBKCP.

CIE Strategy 1.2.2.1: The administrative work program shall include, at a minimum, the following components:

- Identification of the objective, policy or strategy requiring action;
- Identification of the agency and/or town department responsible for implementation;
- The type of action required; and
- The priority or time period for the action to be completed.

CIE Strategy 1.2.2.2: Perform an administrative review and update the administrative work program during the annual budget process.