

MEMORANDUM

TO: Planning and Zoning Board

FROM: Allen Parsons, AICP,
Director – Planning, Zoning and Building Department

REPORT DATE: January 4, 2022

MEETING DATE: January 18, 2022

SUBJECT: Ordinance 2022-03, Comprehensive Plan - Phase 1
Amendments

Recommended Action

Forward Ordinance 2022-03, with a recommendation of approval, to the March 7, 2022 Town Commission Regular Meeting for first reading and public hearing.

Background

As a follow-up to the Comprehensive Plan Evaluation and Appraisal Report (EAR), presented to the Planning and Zoning Board (P&Z Board) at their October 19, 2021 Regular Workshop Meeting and to the Town Commission at their November 15, 2021 Regular Workshop, staff sent official notice to the Florida Department of Economic Opportunity (DEO) that an EAR has been completed and that the Town intends to update its Comprehensive Plan. On November 18, 2021, the DEO sent the Town official acknowledgement of the EAR Letter. As part of the response letter, the DEO provided notice that the Town adopt certain amendments that would maintain consistency with statutory requirements within a one-year period (by November 18, 2022).

As identified in the EAR, the Town is only *required* to amend the Comprehensive Plan to address statutory changes that have been made since the last Comprehensive Plan update. The Town previously reviewed and amended the Comprehensive Plan in its entirety, including all goals, objectives, policies, in 2016.

As discussed, staff is updating the Comprehensive Plan in a batched approach, similar to that taken for the Zoning Code update. Amendments to the Comprehensive Plan will be completed in batches of Element-specific reviews and recommendations.

Ordinance 2022-03 incorporates the first batch of Comprehensive Plan amendments and is comprised of a total of 268 amendments that were identified in the EAR. While that sounds like a lot, these 268 amendments primarily consist of the following three types:

- amendments based upon changes to Florida Statutes made in 2018 and 2019 (**six** total);
- amendments that maintain consistency with Chapter 163.3177 of the Florida Statutes (**29** total); and
- non-substantive, series of “clean-up” items that included recommendations to address consistency of terminology, correct scrivener’s errors and otherwise generally add or revise wording for clarity (**233** total).

The proposed amendments are based upon the recommendations provided in the Evaluation and Appraisal Report (EAR), prepared in coordination with Town staff by the consulting firm Kimley-Horn and Associates.

Staff has proposed to amend and repeal the entirety of the Comprehensive Plan and adopt these amendments to establish a 2022 Town of Longboat Key Comprehensive Plan. This approach will establish a new up-to-date Town Comprehensive Plan that is statutorily compliant. Staff has also taken the opportunity to improve the formatting of the plan and ensure that all of the elements look and feel like they are part of one consistent plan. The Comprehensive Plan will be subject to future periodic required evaluations (at least every seven years, per Rule Chapter 73C-49, Florida Administrative Code) with a future timeline more clearly reflecting an update of the Town's 2022 Comprehensive Plan. This approach will also allow the Town to meet the DEO's one-year adoption deadline for the statutorily required amendments and will subsequently allow the Town to focus on amending individual Elements, with more substantive policy related implications, without a state-mandated timeline.

A color-coded summary of the three amendment types and description of each amendment to the Comprehensive Plan is attached to this memo as Attachment A.

Staff Recommendation

Forward Ordinance 2022-03, with a recommendation of approval, to the March 7, 2022 Town Commission Regular Meeting for first reading and public hearing.

Attachments

- A. Summary of Comprehensive Plan Amendments (Available in Town Clerk's Office)
- B. Ordinance 2022-03 (Available in Town Clerk's Office)
- C. Exhibit A: 2022 Comprehensive Plan (version shown with edits) (Available in Town Clerk's Office)
- D. Exhibit A: 2022 Comprehensive Plan (clean version without edits) (Available in Town Clerk's Office)
- E. Comprehensive Plan Evaluation and Appraisal Report (Available in Town Clerk's Office)
- F. Summary of Florida Statutes that require Comprehensive Plan Amendments (Available in Town Clerk's Office)