

## MEMORANDUM

**TO:** Tom Harmer, Town Manager  
**FROM:** Allen Parsons, AICP, Planning Zoning & Building Director  
**REPORT DATE:** June 17, 2022  
**MEETING DATE:** July 1, 2022  
**SUBJECT:** Ordinance 2022-14, Amending the Comprehensive Plan  
(Batch 2) Future Land Use Element

### Recommended Action

Transmit Ordinance 2022-14 to the Department of Economic Opportunity (DEO) for review and comment. Schedule second reading and public hearing following DEO review.

### Background

Staff is continuing to facilitate an update of the Comprehensive Plan in a batched approach, similar to that taken for the Zoning Code update, based upon the recommendations provided in the Comprehensive Plan Evaluation and Appraisal Report (EAR).

The Planning & Zoning Board (P&Z Board) held two workshops to review and discuss the second Batch of amendments, which is focused on the Future Land Use (FLU) Element.

During those workshops, staff focused on the recommended amendments noted in the EAR. P&Z Board members considered those recommendations and made additional proposals based on the existing overall FLU goal of preserving and enhancing the character of the Town.

The FLU Element, incorporated into Ordinance 2022-14, contains 74 policies, including the addition of six new policies and the deletion of nine policies. Of the 74 total policies, the P&Z Board recommended amendments to 39 policies. These 39 amendments consist of the following three types:

- “Accept EAR Recommendation”: amendments are based upon EAR recommendations (**eight** total);
- “Accept EAR Recommendation with a P&Z Board revision”: amendments are based upon EAR recommendations and the P&Z Board had additional wording related recommendations (**nine** total); and
- “P&Z Board Initiated Revision”: non-substantive, series of “clean-up” items that correct scrivener’s errors and otherwise generally add or revise wording for clarity (**22** total).

Staff presented the P&Z Board’s recommendations to the Town Commission at their May 16, 2022 Regular Workshop Meeting. The Town Commission agreed with the P&Z Board’s recommendations and reached consensus to forward the Future Land Use Element to the P&Z Board’s June 21, 2022 Regular Meeting as an Ordinance.

There has been one additional revision to the Future Land Use Element since the May 16, 2022 Town Commission Regular Workshop Meeting. The Department of Economic Opportunity provided review comments to the Town regarding Batch 1 of the Comprehensive Plan Amendments. One of the comments states,

“Revise the adopted portion of the Comprehensive Plan to include the following consistent with the statutory requirements:

- a long-term planning timeframe covering at least a 10-year period;
- a Future Transportation Map (or map series) based upon and supported by relevant and appropriate data and analysis;
- a Future Land Use Map (or map series) that depicts the following natural resources or conditions within the Town: Coastal High Hazard Area, wetlands, floodplains, soils, bays, beaches and shores; and
- incorporate the recently adopted Property Rights Element.”

The first and last comments above were addressed as part of the adoption of the Batch 1 Comprehensive Plan amendments. The map series has been added to this batch of Future Land Use Element amendments.

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

The Planning & Zoning Board held a public hearing on June 21, 2022, recommended approval (6-0) of Ordinance 2022-14, and forwarded to the July 1, 2022 Regular Meeting for Commission consideration and first reading.

### **Staff Recommendation**

Transmit Ordinance 2022-14 to the Department of Economic Opportunity (DEO) for review and comment. Schedule second reading and public hearing following DEO review.

### **Attachments**

- A. Summary of Comprehensive Plan Amendments (Available in Town Clerk’s Office)
- B. Ordinance 2022-14 (Available in Town Clerk’s Office)
- C. Exhibit A: Future Land Use Element (version shown with edits) (Available in Town Clerk’s Office)
- D. Exhibit A: Future Land Use Element (clean version with edits included) (Available in Town Clerk’s Office)

**End of Agenda Item**