

M E M O R A N D U M

TO: Tom Harmer, Town Manager

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

REPORT DATE: December 14, 2022

MEETING DATE: January 9, 2022

SUBJECT: Ordinance 2022-19, Amending the Comprehensive Plan,
Infrastructure Element

Recommended Action

Transmit Ordinance 2022-19 to the Department of Economic Opportunity (DEO) for review and comment.

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 and Zoning Board (P&Z Board) held workshops on June 25, 2022 and July 19, 2022 to review and discuss the third Batch of amendments, which address the Infrastructure Element.

During those workshops, staff focused on the recommended amendments noted in the EAR. P&Z Board members considered those recommendations and made additional recommendations based on the existing overall goals of the Infrastructure Element. The P&Z Board also recommended that the Infrastructure Element remain divided into Sub-Elements so that a reader can more clearly understand which topic the applicable objectives, policies and strategies are associated with.

The Infrastructure Element, incorporated into Ordinance 2022-19, contains four sub-elements: Potable Water Sub-Element, Waste Water Sub-Element, Stormwater Management Sub-Element, and Solid Waste Sub-Element. There are 108 policies within the Infrastructure Element, including the recommendation to include five new policies and to delete five policies. Of the 108 policies, the P&Z Board recommended amendments to a total of 61 policies in the Infrastructure Element. These 61 policy amendments primarily consist of the following three types

- “Accept EAR Recommendation”: amendments based upon EAR recommendations (**18** total);
- “Accept EAR Recommendation with a P&Z Board revision”: amendments based upon EAR recommendations wherein the P&Z Board had additional wording related recommendations (**16** 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 (**27** total).

Staff presented the P&Z Board’s recommendations to the Town Commission at their November 7, 2022 Regular Meeting. The Town Commission agreed with the P&Z Board’s recommendations and made one additional recommendation to amend the following Stormwater Management Sub-Element policy. The Town Commission’s recommendation is to revise Policy 1.1.3 as follows:

The current policy reads: “SWM Policy 1.1.3: The amount-of stormwater discharged from the site after development shall not exceed the amount discharged prior to development.”

The policy is recommended to be revised to read: “SWM Policy 1.1.3: The peak discharge rate of stormwater discharged from the site after development shall not exceed the rate discharged prior to development.”

The P&Z Board held a public hearing on December 13, 2022 to consider Ordinance 2022-19, with Town Commission’s recommendation incorporated. The P&Z Board agreed with the Commission’s recommendation, and made five additional, non-substantive clean-ups, recommendations.

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

The P&Z Board recommended approval (5-0) of Ordinance 2022-19, and forwarded it to the January 9, 2023 Regular Meeting for Commission consideration and first reading.

Staff Recommendation

Transmit Ordinance 2022-19 to the Department of Economic Opportunity (DEO) for review and comment.

Attachments

- A. Summary of Comprehensive Plan Amendments (Available in Town Clerk’s Office)
- B. Ordinance 2022-19 (Available in Town Clerk’s Office)
- C. Infrastructure Element (version shown with edits) (Available in Town Clerk’s Office)
- D. Infrastructure Element (clean version with edits included) (Available in Town Clerk’s Office)
- E. PowerPoint Presentation (Available in Town Clerk’s Office)

End of Agenda Item