

## ORDINANCE 2024-02

**AN ORDINANCE OF THE TOWN OF LONGBOAT KEY, FLORIDA, AMENDING THE 2022 COMPREHENSIVE PLAN OF THE TOWN OF LONGBOAT KEY, PURSUANT TO SECTION 163.3184, FLORIDA STATUTES; AMENDING, DELETING, REPLACING, AND ADDING OBJECTIVES, POLICIES, AND STRATEGIES PROVIDED FOR WITHIN THE GOVERNANCE ELEMENT, THE HOUSING ELEMENT, AND THE CAPITAL IMPROVEMENTS ELEMENT; PROVIDING FOR COMPLIANCE WITH THE COMMUNITY PLANNING ACT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR REPEAL OF ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Community Planning Act (Sections 163.3161 through 163.3248, Florida Statutes), authorizes and requires the Town of Longboat Key to adopt and amend a Comprehensive Plan in accordance with the Act and all applicable state regulations adopted pursuant to the authority granted in the Act; and

**WHEREAS**, the Town is in the process of amending the Comprehensive Plan in a series of batches; and

**WHEREAS**, on June 6, 2022, the Town adopted Ordinance 2022-03, which repealed in its entirety the 2007 Comprehensive Plan and adopted a 2022 Comprehensive Plan that incorporated all required statutory updates; and

**WHEREAS**, subsequent batches may include amendments that were identified and recommended in the evaluation and appraisal report; and

**WHEREAS**, the Town now intends to amend the Governance Element, Housing Element, and the Capital Improvements Element as part of Batch 6 of the Comprehensive Plan Amendments; and

**WHEREAS**, pursuant to the Community Planning Act, the Town of Longboat Key Code of Ordinances, Chapter 33, designates the Town of Longboat Key Planning and Zoning Board as the local planning agency, responsible for the preparation of the local Comprehensive Plan and amendments thereto; and

**WHEREAS**, the Town provided due public notice of the Planning and Zoning Board public hearing that was conducted in a manner affording public participation to the fullest extent possible for the review of the proposed Comprehensive Plan amendments; and

**WHEREAS**, the Town's Planning and Zoning Board, as the local planning agency, held public workshops on September 19, 2023, October 17, 2023, and, November 14, 2023, to consider the proposed Comprehensive Plan amendments and provided recommendations to the Town Commission as the local governing body; and

**WHEREAS**, the Town Commission held a public workshop on December 11, 2023, to consider the recommendations provided by the Planning and Zoning Board; and

**WHEREAS**, the Town's Planning and Zoning Board, as the local planning agency, held a public hearing on January 16, 2024, to consider the final Comprehensive Plan

amendments and provided recommendations to the Town Commission as the local governing body; and

**WHEREAS**, on March 4, 2024, the Town Commission conducted a duly noticed initial public hearing on the proposed Comprehensive Plan amendments and upon a majority vote of the Town Commission approved the forwarding of the Comprehensive Plan amendments to the applicable reviewing agencies as provided for in Section 163.3184, Florida Statutes; and

**WHEREAS**, the proposed amendments to the 2022 Comprehensive Plan are not more restrictive than those previously adopted; and

**WHEREAS**, Section 163.3184, Florida Statutes, requires that the Town transmit the proposed Comprehensive Plan amendments to the State Land Planning Agency, as well as other specified agencies and parties; and

**WHEREAS**, the Town has considered any comments regarding the Town's proposed Comprehensive Plan amendments received from the reviewing agencies; and

**WHEREAS**, on June 3, 2024, the Town Commission conducted a duly noticed second public hearing on the proposed Comprehensive Plan amendments and the Town Commission approved the adoption of the Comprehensive Plan amendments.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN OF LONGBOAT KEY, FLORIDA, THAT:**

SECTION 1. The Recitals above are ratified and confirmed as true and correct and fully incorporated herein.

SECTION 2. The Comprehensive Plan amendments to the Governance Element, Housing Element, and Capital Improvements Element, attached hereto and incorporated herein as Exhibit "A," are hereby adopted by the Town of Longboat Key.

SECTION 3. If any section, subsection, sentence, clause, or provision of this Ordinance is held invalid, the remainder of the Ordinance is valid.

SECTION 4. All parts of ordinances in conflict herewith shall be superseded and the same are hereby repealed.

SECTION 5. This Ordinance shall not become effective, in accordance with Section 163.3184(3), *Florida Statutes*, until 31 days after the State Land Planning Agency (within the Florida Department of Commerce) notifies the Town that the *Comprehensive Plan* amendment package is complete. If timely challenged, the *Comprehensive Plan* amendment shall not become effective until the said State Land Planning Agency or the Administration Commission enters a final order determining the adopted amendment to be in compliance.

SECTION 6. This Ordinance shall be codified and made a part of the official Code of Ordinances of the Town of Longboat Key upon adoption.

Passed on the first reading and initial public hearing this 4<sup>th</sup> day of March, 2024.

Adopted on the second reading and public hearing this 3<sup>rd</sup> day of June, 2024.

ATTEST:

/S/ Kenneth Schneier  
Kenneth Schneier, Mayor

/S/ Trish Shinkle  
Trish Shinkle, Town Clerk

## Exhibit 'A'

### **Town of Longboat Key Comprehensive Plan Update HOUSING (HOU) ELEMENT**

**HOU GOAL 1: Ensure an adequate, safe, and sanitary housing supply.**

**HOU OBJECTIVE 1.1: Accommodate a range of housing choices and ensure an adequate housing supply.**

**HOU Policy 1.1.1:** Monitor and encourage a range of housing types and availability to accommodate projected housing needs through at least the long-term planning horizon (2040).

**HOU Strategy 1.1.1.1:** Consistent with Future Land Use Policy 1.1.8, the Land Development Code (LDC) and the Future Land Use Map (FLUM) shall designate zoning districts and land areas that are suitable for a variety of housing types.

**HOU Strategy 1.1.1.2:** The Town shall promote a diverse mix of housing stock by considering factors, such as existing character of the area and adjacent properties; housing style and ownership (i.e., own vs. rent); housing type; community population; and affordability.

**HOU Policy 1.1.2:** Provide for the public infrastructure and facilities required to support residential development, and ensure that neighborhoods are served with all necessary supporting utilities.

**HOU Strategy 1.1.2.1:** Consistent with Future Land Use Element Policy 1.1.2, Wastewater Element Strategy 1.2.1.1, and Stormwater Element Strategy 1.1.3.1, the LDC shall include criteria, standards, methodologies, and procedures to ensure that roadways, utilities, stormwater management, potable water and central wastewater systems, employment centers, mobility options, public parks and recreation areas, open space systems, surface water management, solid waste collection and disposal, and schools, are adequate to support residential development.

**HOU Policy 1.1.3:** Comply with Federal and State housing programs and regulations.

**HOU Strategy 1.1.3.1:** The Town shall review amendments to the LDC to ensure compliance with Federal and state housing programs and regulations.

**HOU Strategy 1.1.3.2:** The LDC shall ensure uniform, fair, and equitable treatment to persons displaced by State and local government programs, consistent with Florida Statutes.

**HOU Strategy 1.1.3.3:** The Town shall coordinate with appropriate agencies to prepare plans of action regarding relocation of residents before programs are enacted that will create displaced households. Such plans shall include, but are not limited to the following: timing of the relocation; assessment of the need for the program; and costs associated with the displacement of such households.

**HOU Strategy 1.1.3.4:** The Town shall coordinate with the appropriate State, Federal, and other entities to support property owners in the mitigation of risks from natural hazards and in the repair of housing after such events.

**HOU OBJECTIVE 1.2: Promote the livability and stability of neighborhoods by ensuring that the Town's LDC and review processes promote a diverse mix of**

**housing stock that is built to applicable standards, integrated into the Town's mobility network, and accessible to services and amenities.**

**HOU Policy 1.2.1:** Preserve the life of existing housing stock through the effective implementation of programs that support neighborhood character, conserve natural resources, maintain community facilities, and provide code enforcement.

**HOU Strategy 1.2.1.1:** The LDC and the Property Maintenance Code shall comply with and enforce the most current building codes applicable to both new housing construction and the maintenance of existing housing stock.

**HOU Policy 1.2.2:** Ensure that the LDC requires that new residential structures are to be built according to applicable standards.

**HOU Strategy 1.2.2.1:** The Town shall enforce the regulations of the LDC, Federal Emergency Management Agency (FEMA) and the Florida Building Code (FBC).

**HOU Policy 1.2.3:** Encourage the preservation of historically significant housing.

**HOU OBJECTIVE 1.3: Ensure that housing is safe, sanitary, well maintained, and energy efficient.**

**HOU Policy 1.3.1:** Consistent with the Conservation and Coastal Management Element, encourage the retrofitting of existing residential structures for storm resistance.

**HOU Policy 1.3.2:** Consider the application of state and federal subsidy programs to ensure safe, decent, and sanitary housing.

**HOU Policy 1.3.3:** Consistent with the Conservation and Coastal Management Element, encourage the rehabilitation of existing housing and support the redevelopment of non-compliant properties to minimize repetitive damage.

**HOU Policy 1.3.4:** Encourage energy efficient housing and encourage the use of building materials made from renewable sources.

**HOU Strategy 1.3.4.1:** The LDC and building code shall encourage green building standards and energy efficient technologies to address the following: 1) Providing incentives for housing developments that meet recognized green building (e.g., Leadership in Energy and Environmental Design (LEED)); and, 2) housing design and construction methods that increase energy efficiency and encourage the use of solar energy, and building materials made from renewable sources.

**HOU Strategy 1.3.4.2:** The LDC shall encourage the incorporation of Florida-Friendly landscaping and Low-Impact Development (LID) principles.

**HOU Policy 1.3.5:** Promote cost effective design and construction techniques for new and renovated housing.

**HOU Strategy 1.3.5.1:** The LDC and the building code shall encourage the use of appropriate, innovative, and, cost-effective design and construction techniques that reduce the cost of housing.

**HOU OBJECTIVE 1.4: Ensure that suitable lands are available, with appropriate regulations to provide for group homes, community residential facilities, foster care facilities, and other special needs housing, per Florida Statutes.**

**HOU Policy 1.4.1:** Encourage aging in place and recognize the need for senior or assisted living facilities, including but not limited to: accommodating small-scale group homes and

foster care facilities licensed or funded by the Florida Department of Children and Family Services.

**HOU Strategy 1.4.1.1:** The LDC shall maintain definitions of group homes, community residential homes, and foster care facilities that are consistent with those definitions approved by the State of Florida, and prohibit the operation of these facilities within the Town not licensed by the appropriate state licensing agency.

**HOU Strategy 1.4.1.2:** The LDC shall include standards for small-scale group homes and foster care homes that are licensed by the appropriate state licensing agency.

**HOU Policy 1.4.2:** Consistent with the Conservation and Coastal Management Element and Future Land Use Element, prohibit large-scale group home facilities within the Coastal High Hazard Area.

**HOU Strategy 1.4.2.1:** Consistent with the Conservation and Coastal Management Element and Future Land Use Element, the LDC shall prohibit large-scale group home facilities within the Coastal High Hazard Area.

**HOU OBJECTIVE 1.5: Promote affordable housing solutions within Sarasota County, Manatee County, and the Region.**

**HOU Policy 1.5.1:** Participate in the development of regional responses to affordable housing issues, collaborate with other governmental entities, including but not limited to: the Southwest Florida Regional Planning Council, Tampa Bay Regional Planning Council, Manatee and Sarasota Counties, and other city and county governments

**HOU Strategy 1.5.1.1:** The Town shall cooperate with regional and local agencies to evaluate housing characteristics, trends, and needs related to very low, low, and moderate-income families.

**HOU Policy 1.5.2:** The Town may collaborate with private and non-profit entities to support affordable housing programs in Manatee and Sarasota Counties.

**HOU OBJECTIVE 1.6: Promote historic preservation.**

**HOU Policy 1.6.1:** Encourage the preservation of historically significant housing.

**HOU Strategy 1.6.1.1:** The LDC and building codes shall provide criteria, standards, and procedures that encourage the preservation and adaptive reuse of historically significant structures listed on the Florida Master Site File or the National Register of Historic Places.

**Town of Longboat Key  
Comprehensive Plan Update  
GOVERNANCE (GOV) ELEMENT**

**GOV GOAL 1: Provide the community with an effective government.**

**GOV OBJECTIVE 1.1: Ensure a clear, efficient, and fair decision-making process.**

**GOV Policy 1.1.1:** Pursuant to Florida Statutes and the Town Charter, the Town Commission's authority shall extend to but not be limited to the following actions:

- Approve development agreements providing for capital facilities funding;
- Adopt and amend the Capital Improvements Plan (CIP);
- Establish public improvement and assessment districts, public infrastructure zones, and public utilities;
- Establish and amend schedules for administrative, application, and consultant fees, dedications, impact fees, rates, charges and assessments, user fees, and security instruments;
- Provide for enforcement of the Land Development Code (LDC) and development agreements;
- Establish and maintain the statutory required boards and establish ad-hoc committees and boards to implement the policies and goals under this section.

**GOV Policy 1.1.2:** The responsibility for the implementation of the Longboat Key Comprehensive Plan (LBKCP) shall be vested with the Town Manager, including but not limited to:

- Administration and enforcement of the LDC;
- Preparation and maintenance of the CIP; and
- Administration and implementation of other programs and actions prescribed by the LBKCP.

**GOV Policy 1.1.3:** The Local Planning Agency shall be responsible for maintaining and updating the LBKCP, and shall at a minimum specifically:

- Perform functions mandated by state law;
- Review studies, data, and analyses related to the LBKCP and its amendments;
- Review data and information regarding the demographics, economy, land use, sea level and other water issues, infrastructure, and other topics appropriate to the planning process; and
- Hold public meetings and prepare recommendations for adoption of amendments to the LBKCP text and map amendments.

**GOV Strategy 1.1.3.1:** The Planning and Zoning Board shall serve as the Local Planning Agency.

**GOV OBJECTIVE 1.3: Engage the public in planning and development review activities.**

**GOV Policy 1.2.1:** Promote public participation and decisions, engage the public in planning and development review activities, promote public participation in decisions pertaining to the Comprehensive Plan, to the amendments to the Town Code, , to the adoption of strategic master plans and interlocal agreements, by utilization of available

communication means, including, but not limited to, advertising public hearings, allowing written comments; and allowing for public comment at public hearings.

**GOV GOAL 2: Implement the Town of Longboat Key Comprehensive Plan (LBKCP).**

**GOV OBJECTIVE 2.1: Implement the LBKCP through the application of tools, instruments, and programs, including but not limited to:**

- **Strategic Master Plans;**
- **Land Development Code (LDC);**
- **Capital Improvement Program (CIP);**
- **Concurrency management; and,**
- **Partnerships and interlocal agreements; and**
- **Appropriate governmental structures, including elected and appointed bodies and agencies.**

**GOV Policy 2.1.1:** Implement the LBKCP through Strategic Master Plans, as defined by Florida Statutes 163.3164(31), as amended.

**GOV Strategy 2.1.1.1:** The Town shall adopt and apply Strategic Master Plans that advance the mission of departments and agencies, providing policy and operational guidance.

**GOV Strategy 2.1.1.2:** The Town shall review Strategic Master Plans for consistency with the LBKCP upon adoption or amendment.

**GOV Strategy 2.1.1.3:** The adoption or amendment of a Strategic Master Plan shall not constitute an amendment to the LBKCP.

**GOV Policy 2.1.2:** Adopt and apply a LDC that meets the requirements of Florida Statutes Chapter 163.

**GOV Strategy 2.1.2.1:** The LDC 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. Provisions for open space; and
11. Provisions for needed vehicle parking, and safe and convenient onsite traffic flow.

**GOV Strategy 2.1.2.2:** The LDC 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.

**GOV Strategy 2.1.2.3:** The LDC shall include references to the Town's official Zoning Map.

**GOV Strategy 2.1.2.4:** The LDC shall include criteria and procedures for the amendment of the Zoning Map. Any change to the Zoning Map must consider, at a minimum:

- Consistency with the comprehensive plan;
- Compliance with the LDC;
- The adequacy of public facilities; and
- Compatibility with the community and neighboring properties with respect to land use, density, height and setbacks.

**GOV Strategy 2.1.2.5:** The LDC shall encourage the master planning of development projects.

**GOV Strategy 2.1.2.6:** The LDC 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.

**GOV Strategy 2.1.2.7:** The LDC shall include criteria and procedures for administration and enforcement.

**GOV Strategy 2.1.2.8:** The LDC shall provide for equitable relief in the form of variances and appeals of administrative interpretations.

**GOV Strategy 2.1.2.9:** The LDC shall recognize the existence of non-conformities and vested rights and establish criteria, standards, and procedures for the regulation of such structures, interests, uses, and lots.

**GOV GOAL 3: Promote intergovernmental cooperation and coordination.**

**GOV OBJECTIVE 3.1: Coordinate with the State of Florida, Manatee and Sarasota Counties, and with municipalities and public agencies within the two counties.**

**GOV Policy 3.1.1:** Coordinate the development, amendment, and implementation of the LBKCP with the plans of the State of Florida, Manatee and Sarasota Counties, and adjacent municipalities, as required by the Community Planning Act (Florida Statutes, Chapter 163).

**GOV Strategy 3.1.1.1:** The Town shall continually collaborate with the State of Florida, Manatee and Sarasota Counties, and adjacent municipalities to develop mechanisms, techniques, and procedures to ensure the timely review of comprehensive plan amendments and implementation actions.

**GOV Strategy 3.1.1.2:** The Town shall continually collaborate with the State of Florida, Manatee and Sarasota Counties, and adjacent municipalities to develop mechanisms, techniques, and procedures for the sharing of data and analyses.

**GOV Policy 3.1.2:** Consistent with the Public Schools Facilities Element, the Town shall coordinate the development, amendment and implementation of the LBKCP with the plans of the Sarasota County and Manatee County School Boards.

**GOV Strategy 3.1.2.1:** The Town shall collaborate with the Sarasota County and Manatee County School Boards to develop mechanisms, techniques and procedures to ensure the timely review of comprehensive plan amendments and implementation actions.



**GOV Strategy 3.1.2.2:** The Town shall maintain and implement the “Interlocal Agreement for Public School Facility Planning” as required by state statute and in accordance with the Public School Facilities directives of the LBKCP.

**GOV Policy 3.1.3** Consistent with the Capital Improvements Element and Infrastructure Element, provide for the timely review of capital investments in infrastructure and facilities.

**GOV Strategy 3.1.3.1:** The Town shall collaborate with the State of Florida, Manatee and Sarasota Counties, adjacent municipalities, the Sarasota County and Manatee County School Boards to develop mechanisms, techniques, and procedures for the review of capital investment in infrastructure and facilities.

**GOV Strategy 3.1.3.2:** The Town shall seek and maintain formal agreements with the State of Florida, Manatee and Sarasota Counties, and adjacent municipalities for the provision of infrastructure, facilities, and services across jurisdictional boundaries, as appropriate.

**GOV Policy 3.1.4:** Consistent with the Capital Improvements Element, provide for the timely review of development proposals for consistency with plans and levels of service (LOS).

**GOV Strategy 3.1.4.1:** The Town shall collaborate with the State of Florida, Manatee and Sarasota Counties, adjacent municipalities, the Sarasota County School Board, and the Manatee County School Board to develop mechanisms, techniques, and procedures for the review of development proposals, as appropriate.

**GOV Strategy 3.1.4.2:** The Town shall monitor development proposals in surrounding jurisdictions for potential impacts on the Town’s adopted LOS.

**GOV Policy 3.1.5:** Collaborate with Manatee and Sarasota Counties, adjacent municipalities and regional and state agencies for the delivery of fire protection, police protection, emergency operations, rescue, and pre-hospital emergency medical care.

**GOV Strategy 3.1.5.1:** The Town shall continue to seek, and when appropriate, engage in new mutual aid agreements with Sarasota County, Manatee County, adjacent municipalities, fire districts, and regional and state agencies for the delivery of fire protection, police protection, emergency operations, rescue, and pre-hospital emergency medical care.

**GOV Policy 3.1.6:** Support the provision of health, human, and social services by Sarasota County, Manatee County, and other agencies, as appropriate.

**GOV Strategy 3.1.6.1:** The Town shall collaborate with Sarasota County, Manatee County, and other agencies to facilitate the provision of health, human, and social services within the Town, as appropriate.

**GOV OBJECTIVE 3.2: Coordinate with regional and state planning agencies.**

**GOV Policy 3.2.1:** Monitor and support, when appropriate, the Strategic Policy Plans of the Southwest Florida Regional Planning Council (SWFRPC) and the Tampa Bay Regional Planning Council (TBRPC).

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

**CIE GOAL 1: Implement the Town of Longboat Key Capital Improvements Program (CIP).**

**CIE Policy 1.1.1: Maintain a CIP.**

**CIE Strategy 1.1.1.1:** The Town shall establish and annually update a five-year CIP.

**CIE Strategy 1.1.1.2:** The Town shall maintain a Capital Improvements Schedule (CIS), which is annually adopted, as part of the Town Budget adoption, and maintained as the CIE's Data and Analysis component. The CIS shall list capital projects required to meet established levels of service for the concurrency elements.

**CIE Strategy 1.1.1.3:** The CIS shall show estimated costs and project funding sources in five-year increments.

**CIE Strategy 1.1.1.4:** The CIP shall include criteria and procedures for annually reconciling the CIS with the CIP.

**CIE Strategy 1.1.1.5:** The CIP shall include the CIS, including project descriptions, estimated costs, sources of funding, and timetables for completion.

**CIE Strategy 1.1.1.6:** The first year of the annual CIP shall constitute a capital budget.

**CIE Strategy 1.1.1.7:** The CIP shall include programs and methods to provide information for the public about the planning and programming of capital investments.

**CIE Strategy 1.1.1.8:** The CIP shall include programs and methods to obtain public input and comment prior to and during project development.

**CIE Policy 1.1.2: Establish and maintain Levels of Service (LOS)**

**CIE Strategy 1.1.2.1:** The Town shall maintain Mobility LOS as prescribed by the Mobility Element.

**CIE Strategy 1.1.2.2:** The Town shall maintain potable water LOS as prescribed by the Infrastructure: Potable Water Sub-Element.

**CIE Strategy 1.1.2.3:** The Town shall maintain wastewater LOS as prescribed by the Infrastructure: Wastewater Sub-Element.

**CIE Strategy 1.1.2.4:** The Town shall maintain stormwater infrastructure LOS as prescribed by the Infrastructure: Stormwater Management Sub-Element.

**CIE Strategy 1.1.2.5:** The Town shall maintain solid waste LOS as prescribed by the Infrastructure: Solid Waste Sub-Element.

**CIE Strategy 1.1.2.6:** The Town shall maintain recreational facility LOS as prescribed by the Recreation and Open Space Element.

**CIE Strategy 1.1.2.7:** The Town shall maintain an agreement with the School Board of Manatee County 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 (Florida Inventory of School Houses) 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 1.1.2.8:** The Town shall maintain an agreement with the School Board of Sarasota County 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 1.1.3:** Plan and program capital infrastructure and facilities investment to meet established LOS.

**CIE Strategy 1.1.3.1:** The Town shall develop and maintain an inventory of capital infrastructure and facilities needed to meet LOS.

**CIE Strategy 1.1.3.2:** The Town shall coordinate with Manatee and Sarasota County School Boards, to annually update their Five-Year Capital Facilities Plans, to ensure that LOS 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 1.1.3.3:** The Town shall project capital infrastructure and facility needs to meet LOS that support projected growth and development.

**CIE Strategy 1.1.3.4:** The Town shall evaluate and prioritize capital infrastructure and facilities investment.

**CIE Policy 1.1.4:** Prudently manage fiscal resources and debt.

**CIE Strategy 1.1.4.1:** The Town shall apply a full range of funding resources to meet capital infrastructure and facility needs.

**CIE Strategy 1.1.4.2:** The Town shall provide capital infrastructure and facilities within the ability to pay from existing and available revenue sources.

**CIE Strategy 1.1.4.3:** The Town shall apply professionally acceptable techniques for the estimate of project costs, including projected operating and maintenance obligations.

**CIE Policy 1.1.5:** Existing and future development shall bear a proportionate share of the costs of needed public infrastructure and facilities.

**CIE Strategy 1.1.5.1:** The Land Development Code (LDC) shall require that new development and redevelopment pay a proportionate share of the cost of capital facility capacity needed to maintain adopted LOS.

**CIE Strategy 1.1.5.2:** The LDC shall require that new development and redevelopment pay water and sewer connection fees reflecting a proportionate share of facility costs.

**CIE Strategy 1.1.5.3:** The LDC shall require that new development and redevelopment pay the Facility Investment Fee for water and wastewater capacity required by agreements with Manatee County or other providers.

**CIE Policy 1.1.6:** Ensure that adequate facilities are in place to support new development (Concurrency Management).

**CIE Strategy 1.1.6.1:** The LDC shall require that adequate public facilities for potable water, wastewater, stormwater management, solid waste, and public schools are in place at the time of new development or within a specified period of time.

**CIE Strategy 1.1.6.2:** The LDC 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 1.1.6.3:** The LDC shall include criteria, standards, and methodologies to determine potential impact of new development and redevelopment on LOS and to ensure mitigation of those impacts for potable water, sanitary sewer, stormwater management, solid waste, and public schools.

**CIE Strategy 1.1.6.4:** The LDC shall require that the established LOS for potable water, sanitary sewer, stormwater management, solid waste, and public schools is not degraded or that mitigation is provided prior to issuance of a new development order.

**CIE Strategy 1.1.6.5:** The CIS shall include capital projects required to satisfy concurrency.

**CIE OBJECTIVE 1.2: Progress toward implementation of this LDKCP shall be measured through an administrative work plan.**

**CIE Policy 1.2.1:** Establish priorities for implementation of the LDKCP.

**CIE Strategy 1.2.1.1:** The Town shall identify and program short-term implementing actions to be taken within two years of adoption of the LDKCP.

**CIE Strategy 1.2.1.2:** The Town shall identify and program implementing actions to be taken within five years of adoption of the LDKCP.

**CIE Strategy 1.2.1.3:** The Town shall identify and program implementing actions to be taken within five to ten years of adoption of the LDKCP.

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

**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 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:** The Town shall perform an assessment review and update the administrative work program during the annual budget process.