

**CITY OF BELLE ISLE, FLORIDA  
CITY COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Date:** September 17, 2024

**To:** Mayor and City Council

**From:** Stephen Noto, AICP  
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RVI Planning & Landscape Architecture

**Subject:** Comprehensive Plan Update – Transmittal to Florida Department of Commerce

**Background:** RVI Planning and Landscape Architecture was hired by the City in 2023 to complete an update to the City's Comprehensive Plan, primarily to address changes since the Plan's last major update in 2010 and to address mandatory updates based upon Florida Statutes.

A Preliminary Assessment Report was completed by RVI and delivered to the City in the fall of 2023 – attached as Exhibit A. This Report provided a full analysis of the City's demographics (existing and projected), land uses, infrastructure, as well as an analysis of all the existing Comprehensive Plan policies for consistency with State law and relevancy.

Since the analysis is related to the broad based and non-regulatory Comprehensive Plan, specific day to day operational items such as waste pickup and department operations, were not included, nor are they intended to be as part of this type of exercise.

Since the completion of the Report, RVI has been coordinating with the City Manager, staff, and Working Group, on the updates to the nine (9) elements in the Comprehensive Plan. These elements must be reviewed by the Planning and Zoning Board, recommended for action to the City Council, then sent to the Florida Department of Commerce for review. Following state review a final hearing before the City Council is required for final adoption of the updated Plan. The final adoption must occur by March 2025.

The City last completed an Evaluation and Appraisal Report (EAR) in 2008, which led to the last major update in 2010. While small updates and changes have occurred overtime, the Comprehensive Plan has not been evaluated since that time.

Due to the wide scope of the project, the updated elements were presented to the City Council at in two (2) parts in order to allow for initial review and comment and then to provide for a vote to transmit the updates to Florida Department of Commerce.

Below is a brief summary of the recommended updates to the referenced elements, as shown in the strike-through/underline versions of the associated elements.

### **Conservation Element**

- General re-organization of the policies for readability
- Policies 1.1.5 – 1.1.8
  - New policies related to the Clean Waterways Act and septic conversion.
- Objective 1.2
  - New objective related to groundwater recharge.
- Objective 3.1
  - New objective related to hazardous waste requirements.
- General grammatical and wordsmithing updates.

### **Housing Element**

- Objective 1 and Policies 1.1.1 – 1.1.5
  - Updates for consistency with Florida Statutes
- Objective 2 and Policies 1.2.2 – 1.2.6
  - Updates relates to historically significant housing
- Objective 1.3 and Policies 1.3.1 – 1.3.6
  - Updates related to affordable housing per Florida Statutes requirements.
- Objective 1.4
  - Updates related to Special Needs Housing new Florida Statute requirements and existing policies.
- Policy 1.4.3 related to existing housing.
- Objective 1.5 and Policies 1.6.1 – 1.6.3 related to neighborhood character.

### **Intergovernmental Coordination Element**

- All of this Elements Objectives and Policies were updated to improve existing policies, update policies related to coordination with adjacent governments and quasi-governmental organizations as it relates to an overall improvement of communication and relationships with said agencies. Governmental and quasi-government agency names were also updated.
- Updates were also provided with issues related to growth, water quality, transportation, and schools (Goal 2 and its Objectives and Policies).
- Updates related to Annexation (Goal 4) were provided based on feedback from the City about it's goals and objectives related to annexation.

## Recreation and Open Space Element

- Policy 1.1.2
  - Recommendation to create a Parks, Recreation, and Open Space Master Plan.
  - Updates to the City Maps were provided related to this.
- General updates to the City's Level of Service (LOS) standards
- Coordination with local agencies for lake access.
- Other general updates.

As mentioned previously, these are just the first elements to be reviewed. No action is required at this time, as a vote by the Board will be taken at the June meeting. The element updates are attached to this report for review and comment.

## Future Land Use Element

- Goal 1
  - Updated to emphasize the importance of community character and neighborhood preservation.
- Policy 1.1.1
  - Expansion of the policy to better describe the purpose of the Future Land Use (FLU) map
- Policies 1.1.1a – 1.1.1.j
  - Added descriptions of all FLU categories
- Policy 1.1.2
  - Add new maximum densities per acre for each FLU category.
- Objective 1.2
  - Clarified how compatibility is defined in the context of the overall objective.
- Policy 1.2.1
  - Updated the list of how the LDC will implement the Comprehensive Plan
- Policies 1.2.2. – 1.2.6
  - New policies related to density and protection of established neighborhoods.
- Objective 1.3 and Policies 1.3.1 – 1.3.5
  - Updates related to non-conforming uses and compliance with the Comprehensive Plan and LDC.
- Objective 1.4 and Policies 1.4.1 – 1.4.5
  - General updates related to issuance of development agreements.
- Policy 1.4.6
  - Updated list of low impact design (LID) techniques
- Goal 2

- Strengthened the goal by adding language related to established character of neighborhoods.
- Policy 2.1.5
  - Strengthened policy by adding language regarding buffers, open space, landscaping, stormwater, etc.
- Objective 2.4 and Policies 2.4.1 – 2.4.4
  - Cleaned policy language as needed.
- Policy 2.6.4
  - New policy requiring sidewalks/bikeways for all new development, which will improve community connectivity.
- Policy 2.8.3
  - Updated policy to be consistent with anti-sprawl language of Florida Statutes.
- General grammatical and wordsmithing updates.

### **Capital Improvement Element**

- Removing definitions
- Goal 1
  - Rephrasing to make in to an action statement.
- Objective 1.1 and Policies 1.1.1 – 1.1.13
  - Updates related to the Capital Improvement Plan (CIP)
  - Renumbering of Policies
- Policy 1.4.3
  - Directing to the City budget to see the 5-year CIP.
- Policies 1.4.3 – 1.4.6
  - Updated numberings due to duplicates in original document
- Objectives and Policies related to School Capacity remained. Coordination with the School Board and other local agencies that are part of the Interlocal Agreement is recommended to determine if a collective update is needed.
- The Concurrency Management System, which is part of the CIE, was updated to include concurrency requirements related to the Public School Facility Element.

### **Infrastructure Element**

- Policy 1.1.2
  - New Policy. Septic system requirement for lots under 1 acre
- Policy 1.1.3
  - Updated policy to clarify “abutting the property” to “within ¼ mile of the subject property”.
- Policy 2.2.3

- New policy regarding coordination with relevant agencies for a Septic to Sewer Conversion Master Plan.
- Policy 2.1.3.1
  - New policy to map and document high, moderate, and poor recharge areas.
- Objective 2.3 and Policy 2.3.1
  - Moved from the Conservation Element
- Objective 2.4 and Policy 2.4.1
  - Moved from the Conservation Element
- Policy 3.3.5
  - Strengthened policy by included neighboring agencies in order to improve drainage outfalls into the Conway Chain of Lakes.
- Objective 3.4 and Policies 3.4.1 – 3.4.5
  - Moved from the Conversation Easement

### **Public Schools Facilities Element**

- Coordination with the School Board and other local agencies that are part of the Interlocal Agreement (ILA) is recommended to determine if a collective update is needed.
- Dates that have past have been removed.
- References to analysis with dates have been removed and updated with other references.
- Policy 1.3.3 and 1.3.4
  - Developments of Regional Impact (DRI) are no longer a development tool.
- General grammatical and wordsmithing updates.

### **Transportation Element**

- Removal of any dates that have passed.
- Updated to “Multi-Modal” Transportation Element
- Included the phrase “multi-modal” in to certain policies where appropriate.
- Updated local agency titles where appropriate.
- Update to Level of Service based on coordinate with local agency standards, where appropriate.
- Policy 1.3.6
  - Added language regarding proportionate share for improvements per Florida Statutes.
- Objective 1.4
  - Language updated to emphasize multimodal improvements and safety.

No changes were recommended to the existing Private Property Rights Element as it is a new Element.

**Staff Recommendation:** Staff recommends approval of the Transmittal of the proposed amendments to the Florida Department of Commerce.

**Planning & Zoning Board:** At a special meeting of the Planning & Zoning Board, held on July 30, 2024, the Planning & Zoning Board unanimously recommended approval of the transmittal of the Comprehensive Plan updates to the Mayor and City Council.

**Attachments:** Preliminary Assessment; Conversation, Housing, Intergovernmental Coordination, Recreation and Open Space, Future Land Use, Capital Improvements, Infrastructure, Public School Facilities and Transportation Elements in strikethrough/underline format.