

# Evaluating Your Comprehensive Plan

A Workshop by the  
Pinellas Planning Council  
October 2005

# Presenters:

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Pinellas Planning Council
- ❖ Gail Easley, Consulting Planner

# EAR

## Evaluation and Appraisal Report

# Workshop Topics

- ❖ Overview of the EAR process
- ❖ Timeline for completion
- ❖ Major components of the process
- ❖ Who will prepare your EAR?
- ❖ Roles and responsibilities
- ❖ Assistance from PPC
- ❖ Information you need for the process

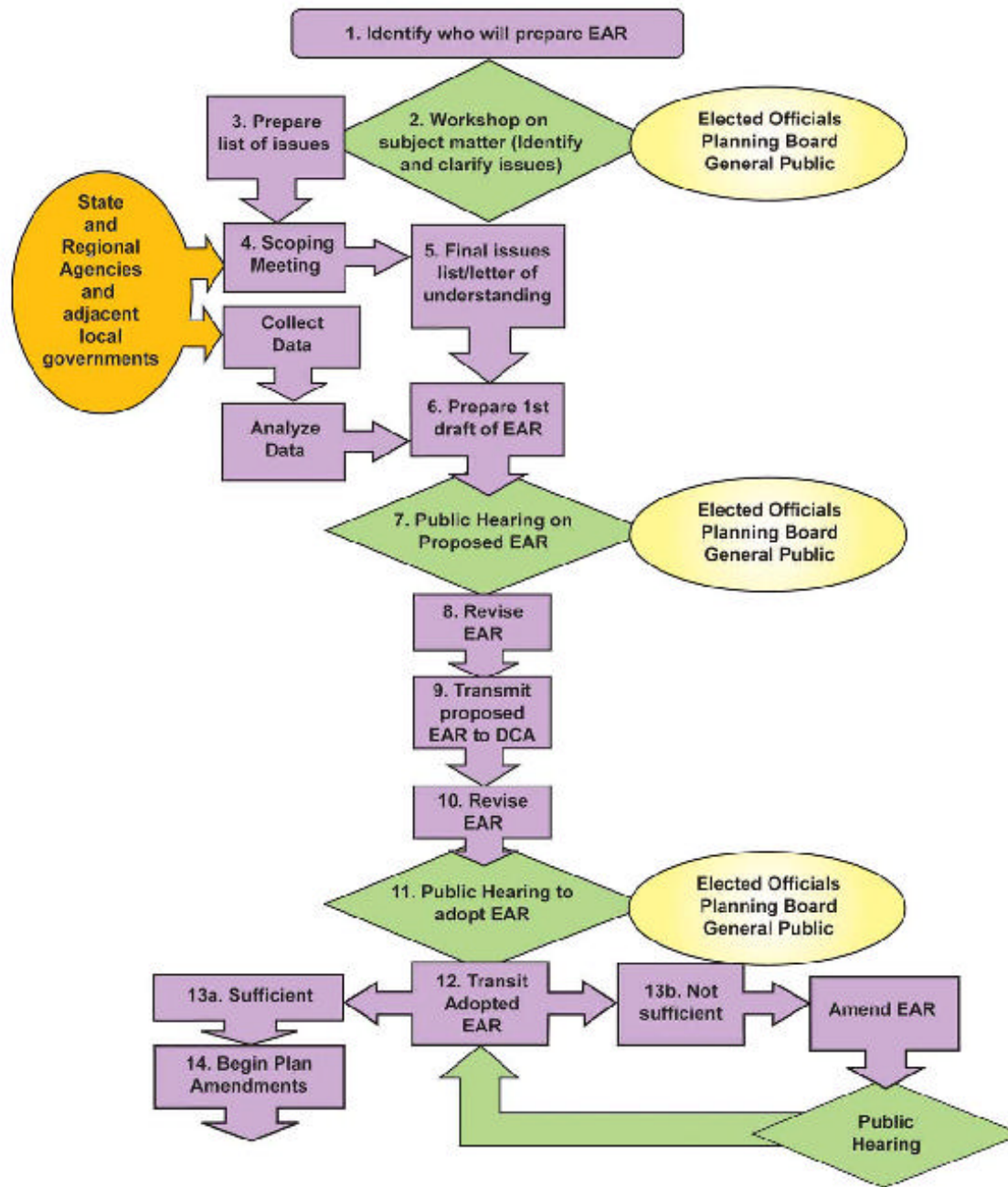
# Why Evaluate Your Plan?

- ❖ Purpose of a plan is to guide decisions
- ❖ Your community changes
  - ◆ Is the plan still effective?
  - ◆ Is the plan useful?
  - ◆ Does the plan represent *you*?
  - ◆ Is the plan current?

# Overview of the Process

- ❖ Identify resources
- ❖ Identify planning issues
- ❖ Conduct analysis
- ❖ Prepare EAR
- ❖ Preliminary review by DCA
- ❖ Revisions, if needed
- ❖ Adoption
- ❖ Sufficiency finding

## The EAR process



Aug. 2006	Belleair & Belleair Beach
Sept. 2006	Belleair Bluffs & Belleair Shore
Oct. 2006	Clearwater & Dunedin
Nov. 2006	Gulfport & Indian Rocks Beach
Dec. 2006	Indian Shores & Kenneth City
Jan. 2007	Largo, Madeira Beach & Tarpon Springs
Feb. 2007	N Redington Bch, Oldsmar & Treasure Island
Mar. 2007	Pinellas Park & Redington Beach
April 2007	Redington Shores & Safety Harbor
May 2007	Seminole & South Pasadena
June 2007	St. Petersburg & St. Pete Beach

# Major Components

- ❖ Issues
- ❖ Review relevant objectives
- ❖ Changes in State law, regional plan, and administrative rules
- ❖ General condition of each element
- ❖ Population forecasts
- ❖ Recommendations for amendments

# Who Will Prepare Your EAR?

- ❖ Local government staff
- ❖ Citizens – board or commission members
- ❖ Government agency
- ❖ Consultant
- ❖ Combination

# Roles and Responsibilities

## ❖ Elected body

- ◆ Participate in workshops to identify issues
- ◆ Hold public hearings to transmit the preliminary EAR
- ◆ Hold public hearings to adopt the EAR

- ❖ **Planning Board or Commission and Local Planning Agency**
  - ◆ Participate in workshops to identify issues
  - ◆ Coordinate with the preparer throughout the process
  - ◆ Possibly prepare the EAR or portions of the EAR
  - ◆ Hold workshops as needed for citizen input
  - ◆ Hold public hearings and make recommendations to the elected body

## ❖ Local government staff

- ◆ Possibly prepare the EAR or portions of the EAR
- ◆ Serve as the local project manager for any contracts with agencies or consultants
- ◆ Schedule workshops and hearings
- ◆ Ensure public notice for workshops and hearings
- ◆ Copy and distribute materials as needed

## ❖ Report preparer (staff, consultant, agency, volunteer)

- ◆ Collect and compile data
- ◆ Analyze data
- ◆ Coordinate maps for report
- ◆ Write report
- ◆ Facilitate workshops
- ◆ Presentations at hearings

- ◆ **Revise report, as needed, following preliminary review by DCA**
- ◆ **Coordinate with local staff regarding process**
- ◆ **Coordinate with agencies regarding issues and review**
- ◆ **Be available to answer questions and troubleshoot the process through a finding of sufficiency by DCA**

- ❖ **Citizens – residents, property owners, and business owners**
  - ◆ Participate in workshops
  - ◆ Possibly assist as volunteer preparers for specific tasks
  - ◆ Provide input and feedback as draft documents are presented

# Potential Assistance Through PPC

# Information You Need

- ❖ Comprehensive Plan and maps
- ❖ Land Development Code
- ❖ Capital improvements budget
- ❖ CRA Plan
- ❖ Master Plans for water, sewer, and stormwater
- ❖ Special studies

# Next Steps

## ❖ Detailed workshops

- ◆ Issue identification
- ◆ Determine technical assistance needs
- ◆ Work program development

## ❖ Identify plan preparer

- ◆ Agreement with PPC for services
- ◆ Contract with consultant
- ◆ Other

# Contacts

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## ❖ Dept. of Community Affairs

- ◆ [www.dca.state.fl.us](http://www.dca.state.fl.us)

Choose “Community Planning” and then select “Evaluation and Appraisal Reports”