

## APPENDIX 1

### EAR Process

<u>Date(s)</u>	<u>Action</u>	<u>Explanation of Activities/Events</u>
01-Dec-09	<u>Step 1:</u> IDENTIFY WHO WILL PREPARE THE EAR	The City of Punta Gorda's EAR was prepared by staff and input was provided by the Planning Commission, the Local Planning Agency, as well as Citizen Groups and local residents.
01-Feb-10	<u>Step 2:</u> INTERDEPARTMENTAL MEETING TO IDENTIFY AND DISCUSS ISSUES, ROLES AND RESPONSIBILITIES	The City's Chief planner coordinated meetings with Public Works, Sanitation, Parks & Ground, Police, Fire, Utilities, and Finance to discuss the City's major issues.
15-Jul-10	<u>Step 3:</u> IDENTIFY AND CLARIFY ISSUES THROUGH A WORKSHOP WITH ELECTED BODY, PLANNING COMMISSION, AND GENERAL PUBLIC [s.163.3191(1)(c), F.S.]	Workshops were held to discuss & clarify major issues. Display ad in local newspaper run dates of 07/07/2010 & 07/11/2010; Posting dates on City's website, invitations emailed to local stakeholders and homeowner associations; notification of Citizen Committee members.
22-Jul-10	<u>Step 4:</u> PREPARE A LIST OF THE ISSUES AGREED UPON IN THE LOCAL WORKSHOP OR IDENTIFIED BY STAFF	After the 07/15/2010 Public Workshop all of the major issues were compiled by staff and subsequently presented at the 08/23/10 Planning Commission Meeting. Additional comments and suggestions were collected to use in the preparation of the final list of major issues.
10-Aug-10	<u>Step 5:</u> HOLD A SCOPING MEETING [s.163.3191(3), F.S.]	On 08/10/2010 the City of Punta Gorda held a scoping meeting with the State Agencies to review the City's list of major issues.

2-Sep-10	<u>Step 6:</u> FINALIZE MAJOR ISSUES LIST AND REQUEST LETTER OF UNDERSTANDING FROM DCA	On 9/2/2010 the City of Punta Gorda submitted its letter of understanding to the Department of Community Affairs (DCA). On 10/08/2010 the DCA accepted the City's letter of understanding.
08-Oct-10	<u>Steps 7 &amp; 8:</u> COLLECT AND ANALYZE DATA AND PREPARE A DRAFT OF THE EAR [s.163.3191(2), F.S.]	After receiving the DCA's acceptance letter, staff began preparing the first draft of the EAR. Data sources are listed in the Reference Section of this document.
28-Mar-11	<u>Steps 9 &amp; 10:</u> HOLD A PUBLIC HEARING TO DISCUSS RESULTS OF THE EVALUATION AS DESCRIBED IN THE DRAFT EAR [s.163.3191(4), F.S.] AND REVISE THE EAR, IF NEEDED, BASED ON THE COMMENTS RECEIVED IN THE PUBLIC HEARING	The LPA held the Public Hearing to consider the 1 <sup>st</sup> draft of the City of Punta Gorda's Evaluation and Appraisal Report, 2011. The LPA makes recommendation for adoption to the Punta Gorda City Council.
20-Apr-11	<u>Steps 11 &amp; 12:</u> LOCAL GOVERNMENT PUBLIC HEARING AND TRANSMITTAL OF THE PROPOSED EAR [ss.163.3191(5) AND (6), F.S.]	City of Punta Gorda City Council held the 1 <sup>st</sup> Public Hearing meeting for the transmittal and adoption of the City of Punta Gorda EAR 2011.
4-May-11		City of Punta Gorda City Council held the 2 <sup>nd</sup> Public Hearing meeting for the transmittal and adoption of the City of Punta Gorda EAR 2011.
9-May-11	<u>Step 13a:</u> TRANSMIT THE ADOPTED EAR TO DCA AND STATE AND REGIONAL AGENCIES FOR REVIEW [s.163.3191(6), F.S.]	The City of Punta Gorda's adopted EAR was sent via certified mail to DCA and all required Local, State and Regional Agencies.
9-May-11	<u>Step 13b:</u> AGENCY REVIEW [s.163.3191(6), F.S.]	The DCA and all required Local, State and Regional Agencies have 60 days to review the adopted report and make a preliminary sufficiency determination. This preliminary sufficiency determination will be forwarded to the local government for its consideration.
9-Jul-11	<u>Step 13c:</u> STEP 13c: IF THE EAR IS SUFFICIENT [s.163.3191(6), F.S.]	Within 90 days after the receipt of the adopted EAR, the DCA shall issue a final sufficiency determination.

9-Jul-11	<u>Step 13d:</u> IF THE EAR IS NOT SUFFICIENT [s.163.3191(6), F.S.]	If the DCA determines the report is insufficient, the City will need to adopt a revision of the report and submit the revised report pursuant to subsection (6).
9-Aug-11	<u>Step 14:</u> STEP 14: BEGIN THE EAR-BASED AMENDMENT PROCESS [s.163.3191(10), F.S.]	The City will begin the EAR based amendments once the EAR is determined to be sufficient and will have 18 months to complete the EAR based amendment process provided not extensions are necessary.

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## EAR Contents

<u>Page #</u>	<u>Statute</u>	<u>Description</u>
<b>Preliminary Pages</b>		
5	[s.163.3191(4), F.S.]	Table of Contents.
7	[s.163.3191(4), F.S.]	Lists of tables, maps, and figures. If the EAR contains maps, other figures, or tables, the table of contents should have a separate page to list these items.
<b><u>Introduction Section</u></b>		
9-12		Brief description of the community, the goals of the community as expressed in the comprehensive plan, and the purpose of the EAR.
12-19	[s.163.3191(2)(j), F.S.]	Brief description of the process used to prepare and adopt the EAR, including the public participation activities.
<b><u>Subject Matter for the EAR</u></b>		
23	[s.163.3191(2)(a), F.S.]	Discuss changes in land area, including annexation, since the plan was adopted or updated by the most recent EAR-based amendment.
20-23	[s.163.3191(2)(a), F.S.]	Discuss changes in population since the plan was adopted or last amended; compare actual changes with changes projected by the plan.
38, 32	[s.163.3191(2)(d), F.S.]	Discuss whether development has located where it was anticipated in the plan as originally adopted or last amended.
25,30	[s.163.3191(2)(b), F.S.]	Identify the amount and location of vacant land and its suitability and availability for development.
31	[s.163.3191(2)(c), F.S.]	Discuss the extent to which the community has been able to meet the demands of growth on infrastructure and maintain level-of service standards through implementation of a financially feasible capital improvements element.

38-76	[s.163.3191(2)(h), F.S.]	Briefly assess successes or shortcomings of each element.
76	[s.163.3191(2)(f), F.S.]	List of changes to the State Comprehensive Plan applicable to the community.
77	[s.163.3191(2)(f), F.S.]	List of changes to the Strategic Regional Policy Plan that apply to the community.
77	[s.163.3191(2)(f), F.S.]	List of changes to Chapter 163, Part 2, F.S., applicable to the community.
76	[s.163.3191(2)(f), F.S.]	List of changes to Chapter 9J-5, F.A.C., applicable to the community.
108	[s.163.3191(2)(e), F.S.]	Identify and evaluate major issues. Refer to Section 3 for assistance on writing about issues in the EAR.  For each issue, whether listed below or identified as a major issue by the community, the discussion must include the following:
108 -162	[s.163.3191(2)(e), F.S.]	Where pertinent, identify the social, economic and environmental impacts of the issue.
108 -162	[s.163.3191(2)(g), F.S.]	Assess whether the objectives of the plan that relate to the issue have been achieved.
162	[s.163.3191(2)(g), F.S.]	Discuss whether there have been changes in circumstances that were not anticipated.
162	[s.163.3191(2)(g), F.S.]	Discuss whether these changes resulted in either problems or opportunities for the community.
170	[s.163.3191(2)(i), F.S.]	Identify actions, including plan amendments, which are needed to address the issue.
163	[s.163.3191(2)(k), F.S.] [s.163.31777(7), F.S.]	Assess success of coordinating land use and school facilities planning, including use of joint population projections.
164	[s.163.3191(2)(l), F.S.]	Evaluate plan with respect to the water management district's regional water supply plan.
167	[s.163.3191(2)(m), F.S.]	In coastal high-hazard areas, evaluate whether past reduction in land use density impairs the property rights of current residents when redevelopment occurs.
168	[s.163.3191(2)(n), F.S.]	Assess whether compatible land uses have been permitted proximate to military installations.

168	[s.163.3191(2)(o), F.S.]	Assess whether transportation concurrency exception areas, transportation concurrency management areas or multi-modal transportation districts have achieved the purpose for which it was created.
168	[s.163.3180(9)(d), F.S.]	Evaluate the extent to which progress has been in improving the level-of-service within the school and/or transportation long-term concurrency management area.
169	[s.163.3191(2)(p), F.S.]	Assess need for a common method for measuring impacts on roadways as part of the local concurrency management system.
25, 33	[s.163.2517(6)(a), F.S.]	Evaluation of new development within the designated urban infill and redevelopment area.
16-19	[163.3177(13), F.S.]	Evaluate progress in achieving community development goals
<b>Appendix</b>		
186	References/Appendix	List of reports, studies, and other documents used as data and analysis for the EAR.

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## *EAR Adoption Procedures*

Date	Action
1-Feb-11	Step 1: Decide on date for consideration by LPA. Insert this date before the EAR due date. It is the date identified on line 9 in the in step 6 below. Note: This table in sub-section 1.6 (Timeline for Preparing the EAR).date is approximately five months
1-Feb-11	Step 2: Determine the date that notice must appear in the newspaper. Also, find out the deadline for providing the notice to the newspaper in order to appear by the required date. The newspaper must be a newspaper of general circulation for the area
1-Mar-11	Step 3: Prepare the notice. The notice must include the following: <ul style="list-style-type: none"><li>• date of the public hearings (one for LPA and one for governing body)</li><li>• time of the hearings</li><li>• place of the hearings</li><li>• title of the resolution or ordinance</li><li>• statement about where the public may inspect the resolution or ordinance, including the EAR</li></ul>
4-Mar-11	Step 4: Deadline to provide notice to newspaper.
18-Mar-11 & 25-Mar-11	Step 5: Notice appears in the newspaper.
28-Mar-11	Step 6: Public hearing before the LPA.
20-Apr-11 & 4-May-11	Step 7: Public hearing before the local governing body.

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