
CHAPTER 10: GENERAL MONITORING AND REVIEW CRITERIA

GOAL 10-1: ESTABLISH MONITORING AND EVALUATION PROCEDURES. ESTABLISH AND MAINTAIN PROCEDURES FOR IMPLEMENTING THE MONITORING AND EVALUATION OF THE COMPREHENSIVE PLAN EVERY SEVEN YEARS
(PURSUANT TO SECTION 163.3191, F.S. AND RULE 9J-5.005(7), F.A.C.)

Objective 10-1.1: Maintain Review Procedures. The City shall ensure that the evaluating and updating of the Comprehensive Plan maintains proper review procedures and that public involvement is a component of the overall process.

Policy 10-1.1.1: Utilize Planning and Zoning Commission in Plan Evaluation and Updates. The Planning and Zoning Commission as the designated Local Planning Agency shall monitor and oversee the effectiveness and status of the Comprehensive Plan and recommend to the City Commission such changes in the Comprehensive Plan as required.

Policy 10-1.1.2: Administer General Procedures. The monitoring and evaluation of the Comprehensive Plan shall be a continuous and ongoing process. The City of Sanford Planning and Development Department shall prepare the EAR once every seven years and submit to the Planning and Zoning Commission for their review and recommendation to the City Commission. The City Commission shall be responsible for approval of the EAR prior to submission to the Florida Department of Community Affairs (DCA) for compliance review. The preparation of the EAR shall comply with the procedures and contents set forth in Section 163.3191, F.S., and Rule 9J-5.005(7), F.A.C.

Policy 10-1.1.3: Solicit Public Participation. Public participation shall be an integral part of the process. Prior to preparation of the EAR, at least one public meeting shall be held to solicit the public's input. This meeting shall be advertised in the local newspaper at least two weeks prior to the meeting. Subsequent to the initial public participation meeting, the process of Comprehensive Plan evaluation and update shall include a public hearing before the Planning and Zoning Commission and the City Commission, respectively, prior to adopting the final report. The public hearing shall be duly noticed and citizen input shall be encouraged. The adopted City of Sanford's Citizen Participation Plan is included in the Comprehensive Plan.

Policy 10-1.1.4: Criteria for Continuing Evaluation of Comprehensive Plan Elements. The Planning and Zoning Commission and City Commission shall use the following general criteria as well as any more specific criteria contained in respective elements of the Plan to evaluate each Element of the Comprehensive Plan.

- (1) Review Changes to State, Regional, and Local Policies on Growth Management and Implications these have to the Adopted Comprehensive Plan.
 - a. State Level: The State of Florida regulates local government comprehensive planning through Chapter 163, Part 2, F.S. These statutes shall be reviewed by the City of Sanford Planning and Development Department and the EAR shall address relevant changes. The EAR should also review the State of Florida Comprehensive Plan.

- b. Regional Level: The City shall work with the East Central Florida Regional Planning Council (ECFRPC) to address any updates in regional policy and review the ECFRPC's strategic Regional Policy Plan.
 - c. Local Level: The EAR shall be developed in a manner that addresses local policy and promotes implementation of these policies.
- (2) Review Impact of Changing Conditions and the Implications on the Comprehensive Plan. Update appropriate baseline data and review evolving issues, including major shifts in the magnitude, distribution, and/or characteristics of the following:
- Housing supply and demand
 - Land use
 - Natural resources
 - Public facilities
 - Transportation system
 - Park and recreation system
 - Fiscal management resources
 - District water supply plan
 - Public school facilities
- (3) Identify Major Issues Regarding the Community's Achievement of the Plan's Goals. The evaluation and appraisal report shall identify issues as part of the EAR process. The EAR shall be based on the analysis of these major issues in order to facilitate meeting the goals and objectives of the Comprehensive Plan.
- (4) Review the Effectiveness of Intergovernmental Coordination. EAR shall describe the existing coordination efforts and identify successes and areas in need of improvement.
- (5) Each of the Plan's Elements and Evaluate How the Community is Achieving the Specified Goals and Objectives. The EAR contains an element assessment section that reviews the successes and shortcomings of each element. This section should review the goals and objectives of each element, particularly as they relate to the identified major issues. Where shortcomings are identified, corrective action(s) should be identified.

Objective 10-1.2: Adopt and Transmit EAR and EAR-based Amendments. The City shall continue to adopt and transmit the EAR and EAR-based amendments in accordance with the Florida Statutes.

Policy 10-1.2.1: Adopt EAR. The City's Planning and Development Services Department shall prepare the EAR, with public comment and participation constituting part of this process. Upon completion of the EAR, the Planning and Zoning Commission shall review the document and make a recommendation to the City Commission. The City Commission shall be responsible for approval of the EAR for submission to the Florida Department of Community Affairs (DCA) for compliance review. The public hearings before the Planning and Zoning Commission and City Commission shall be open to the public for comment. The City shall follow all review and adoption rules specified in Section 163.3191, F.S.

Policy 10-1.2.2: Adopt EAR-based Comprehensive Plan Amendments. All EAR-based amendments to the Comprehensive Plan shall be adopted within 18 months of the DCA finding the EAR sufficient. The City of Sanford Planning and Development Department shall update the Comprehensive Plan according to the approved EAR. Upon completion of the update, the Planning and Zoning Commission shall review the document and make a recommendation to the City Commission. The City Commission shall be responsible for adoption and transmittal to the DCA.