



STATE OF FLORIDA

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DEPARTMENT OF COMMUNITY AFFAIRS

"Dedicated to making Florida a better place to call home"

CHARLIE CRIST
Governor

THOMAS G. PELHAM
Secretary

December 23, 2008

The Honorable James F. Clements
Mayor, City of Bartow
Post Office Box 1069
Bartow, Florida 33831

Dear Mayor Clements:

The Department of Community Affairs has reviewed your letter of October 31, 2008, which outlines the scope of work for the preparation of the City's Evaluation and Appraisal Report (EAR). The Department agrees with the summary of the issues as set forth in the attached document. This letter serves as confirmation of our understanding.

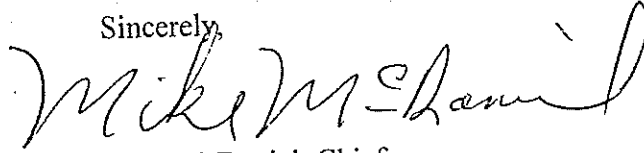
However, we would like to make the following suggestions that will help the City as it evaluates the comprehensive plan on these major issues. The EAR process involves a retrospective assessment of the extent to which the comprehensive plan was implemented to achieve the stated objectives with respect to each major issue. While the topics chosen as major issues are acceptable, not all of the issues are presented in a manner that will enable a retrospective assessment of the comprehensive plan in order to determine how well the comprehensive plan was implemented during the past seven years to achieve or not achieve the objectives. Based on that analysis, the EAR should provide recommendations for corrective actions to be undertaken that will enable better achievement of the objectives during the next planning timeframe.

We recommend that during the evaluation process these major issues be restated to focus on a retrospective assessment of the plan. Furthermore, we would like to remind the City that, in addition to the major issues, the EAR must address all the other applicable issues listed in Chapter 163.3191(2)(a)-(p), Florida Statutes.

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We greatly appreciate the effort you have shown in developing the EAR scoping issues for the City. We look forward to your continued success as the City prepares its EAR. If you or your staff have any questions or need additional assistance, please contact Dan Evans, Principal Planner, at (850) 922-1805.

Sincerely,

A handwritten signature in cursive script that reads "Mike McDaniel". The signature is written in dark ink and is positioned above the typed name.

Mike McDaniel, Chief
Office of Comprehensive Planning

MM/de

Enclosures: EAR Scope of Work

cc: Ms. Patricia Steed, Executive Director, Central Florida Regional Planning Council
Mr. Bob Wieggers, Planning Director, City of Bartow



October 31, 2008

Ray Eubanks, Plan Processing Administrator
Florida Department of Community Affairs (DCA)
Division of Comprehensive Planning
Plan Processing Administrator
2555 Shumard Oaks Boulevard
Tallahassee, Florida 32399-2100

Re: Letter of Understanding- City of Bartow's Evaluation and Appraisal Report (EAR)

Dear Mr. Eubanks:

On behalf of the City of Bartow, we are submitting this Letter of Understanding to identify the Major Issues that will be the focus of Bartow's 2009 Evaluation and Appraisal Report of its Comprehensive Plan. The Major Issues to be addressed are attached. These issues were developed through the meetings listed below:

- ❖ May 13, 2008, Public Workshop held to solicit public input and to identify major issues from interested residents and representatives from the City;
- ❖ July 23, 2008, Agency Scoping Meeting;
- ❖ August 4, 2008, Joint Planning Commission and City Commission EAR Workshop;
- ❖ Consultation with City Staff; and
- ❖ October 2008, Final City review of major issues identified during public input period.

The Central Florida Regional Planning Agency (CFRPC) and the City of Bartow respectfully request that the Department of Community Affairs concur with the attached list of major issues as the issues by which the City's Comprehensive Plan will be evaluated. Once accepted, the evaluation will focus primarily on these areas of concern. The EAR will also address the shortcomings of the Plan elements, and the changes required to address state laws and required subjects listed in Section 163.3191 (2), Florida Statutes.

If you have any questions regarding the proposed issues please contact Helen Sears of the CFRPC at (863)-534-7130 ext 124 or at hsears@cfrpc.org. We look forward to receiving your letter of agreement regarding these issues and to coordinating with the Department as we prepare the EAR and update the City's comprehensive plan.

Sincerely,

Jennifer Codo-Salisbury, MPA, AICP
Planning Director

cc: George Long, City Manager, City of Bartow
Bob Wieggers, Community Services Director, City of Bartow



**CITY OF BARTOW
EVALUATION & APPRAISAL REPORT (EAR)
LIST OF MAJOR ISSUES**

In its Evaluation and Appraisal Report, the City of Bartow will review the Major Issues listed below.

ISSUE: TRANSPORTATION

- Assess the Comprehensive Plan for effectiveness in managing the roadway network and maintaining the adopted level of service.
- Evaluate the Traffic Circulation Element for effective coordination and consistency with the adopted Plans of FDOT and the Long Range Transportation Plan for Polk County.
- Assess the need for coordination with the newly-formed Polk Transit Authority to promote public transit awareness and services.
- Assess the Comprehensive Plan for goals, objectives and policies that support opportunities to connect to the regional trail network.

ISSUE: HOUSING

- Evaluate the effectiveness of the Comprehensive Plan in promoting a variety of housing types and the availability of affordable housing.

ISSUE: HISTORIC PRESERVATION

- Evaluate the Comprehensive Plan to ensure the goals, objectives and policies encourage the preservation of structures and sites that are of historic significance to the City.

ISSUE: NATURAL RESOURCES

- Assess whether provisions of the Comprehensive Plan have been successful in ensuring the protection and preservation of environmentally sensitive resources including the Peace River.

ISSUE: DOWNTOWN REDEVELOPMENT/ECONOMIC DEVELOPMENT

- Evaluate the effectiveness of the Comprehensive Plan in promoting economic development within the Community Redevelopment Area (CRA).

ISSUE: INTERGOVERNMENTAL COORDINATION

- In an effort to improve growth management, identify opportunities to increase cooperation and collaboration between the City and County as well as other local governments.

THE EAR WILL ALSO ADDRESS THE FOLLOWING REQUIRMENTS:

PUBLIC SCHOOL FACILITIES ELEMENT

- This Element was adopted in August 2008 and will be incorporated into the comprehensive plan revisions.

WATER SUPPLY FACILITIES PLAN

- The 10 year Water Supply Facilities Work Plan will be adopted in the Winter of 2008 and the amendments will be incorporated into the Comprehensive Plan revisions.

POPULATION

- Population changes since plan adoption versus those projected in the original plan.
- Future population projections.

ANNEXATION

- Annexations since plan adoption.
- Planned future annexations.

LAND USE

- Locations of vacant land and suitability for development.
- Development patterns which changed since plan adoption and consistency with original plan patterns.

INFRASTRUCTURE AND LEVELS OF SERVICE

- Current levels of service compared with those at plan adoption.
- Level of service standard changes.
- Commitments for future services including reservation of capacities.

FINANCIAL FEASIBILITY

- Financial feasibility of plan reflected in CIE under current requirements.

Changes to State and Regional Requirements and Plans since Plan Adoption:

- Changes to State Comprehensive Plan
- Changes to Central Florida RPC Strategic Regional Policy Plan
- Changes to Chapter 163 F.S.
- Changes to Chapter 9J-5, FAC