

December 18, 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- Town of Dundee's Evaluation and Appraisal Report (EAR)

Dear Mr. Eubanks:

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

- ❖ October 20, 2008, Public Workshop held to solicit public input and to identify major issues from interested residents and representatives from the Town;
- ❖ November 19, 2008, Agency Scoping Meeting;
- ❖ December 9, 2008, Town Council meeting to review major issues identified during the Public Workshop and Agency Scoping Meeting; and
- ❖ Consultation with Town staff.

The Central Florida Regional Planning Council (CFRPC) and the Town of Dundee respectfully request that the Department of Community Affairs concur with the attached list of major issues as the issues by which the Town'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 Marisa Barmby at (863) 534-7130, Ext. 106, or at mbarmby@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 Town's Comprehensive Plan.

Sincerely,



Jennifer Codo-Salisbury, MPA, AICP
Planning Director

cc: Joseph DeLegge, Interim Town Manager, Town of Dundee



LIST OF MAJOR EAR ISSUES

ISSUE: TRANSPORTATION

- Assess strategies in the Comprehensive Plan to address the need for infrastructure improvement for roads, sidewalks, and street lighting, especially in terms of providing safe routes to schools. Evaluate the Traffic Circulation Element for effective coordination and consistency with the adopted Long Range Transportation Plan for Polk County.
- Assess coordination with the newly formed Polk Transit Authority to promote public transit and provide an appropriate mix of commuter, express, and circulator fixed route services to workers, seniors, transportation disadvantaged, and other citizens and visitors; and complementary paratransit services to the disabled.

ISSUE: HOUSING

- Evaluate the effectiveness of the Comprehensive Plan in ensuring the availability of affordable housing especially for elderly persons.

ISSUE: LAKES PRESERVATION AND RECREATION

- Evaluate the Comprehensive Plan to assess policies regarding the treatment of stormwater before discharging into the lakes.
- Assess provisions of the Comprehensive Plan for the promotion of public access to lakes within the town.

ISSUE: FUTURE LAND USE

- Evaluate the Future Land Use Element to determine if changes are needed to the Future Land Use Categories, especially in relation to annexations and the goals of the Town.
- Evaluate the Future Land Use Element to determine if changes are needed to the Future Land use categories as the Town directs development strategies to address the Town's goals of encouraging commercial and industrial development and investment.

ISSUE: HISTORIC PRESERVATION

- Evaluate the Comprehensive Plan to ensure the encouragement of the preservation of structures and sites that are of historical significance to the Town.

ISSUE: INTERGOVERNMENTAL COORDINATION

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

ISSUE: WATER SUPPLY

- Evaluate the Potable Water Element to determine if changes are needed to ensure adequate potable water supplies for planned development.

REQUIRED ISSUES TO BE ADDRESSED:

POPULATION

- Actual population changes since plan adoption versus those 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