



May 21, 2008

D. Ray Eubanks  
Plan Review & Processing Administrator  
Florida Department of Community Affairs  
Division of Comprehensive Planning  
2555 Shumard Oaks Boulevard  
Tallahassee, Florida 32399-2100

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

Dear Mr. Eubanks:

On behalf of the City of Frostproof, we are submitting this Letter of Understanding to identify the Major Issues that will be the focus of Frostproof'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:

- ❖ February 21, 2008, Public Workshop held to solicit public input and to identify major issues from interested residents and representatives from the City; and
- ❖ March 3, 2008, City Council meeting to review the major issues identified during the Public Workshop; and
- ❖ April 30, 2008 Agency Scoping Meeting, and consultation with City Staff.

The Central Florida Regional Planning Council (CFRPC) and the City of Frostproof 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 Bettina Coleman of the CFRPC at (863)-534-7130 ext. 112, or at [bcoleman@cfrpc.org](mailto:bcoleman@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,

Patricia M. Steed  
Executive Director

cc: Tenny Croley, City Manager, City of Frostproof  
Hetty Harmon, Senior Planner, Keith & Schnars



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

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

**ISSUE: NATURAL RESOURCES**

- Assess whether provisions of the Comprehensive Plan have been successful in ensuring the protection of environmentally sensitive resources.

**ISSUE: DOWNTOWN REDEVELOPMENT/ECONOMIC DEVELOPMENT**

- Assess whether provisions of the Comprehensive Plan have been successful in directing redevelopment strategies. Evaluate the effectiveness of the Comprehensive Plan in promoting economic development.

**ISSUE: TRANSPORTATION**

- Assess strategies in the Comprehensive Plan to address the need for infrastructure improvements for roads, sidewalks, and street lighting. 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.

**ISSUE: FUTURE LAND USE**

- Evaluate the Future Land Use Element to determine if changes are needed to the Future Land Use Categories. 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: 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.

**PUBLIC SCHOOL FACILITIES ELEMENT:** This Element will be adopted by Summer 2008 and before the EAR is transmitted to DCA for review.

**WATER SUPPLY FACILITIES PLAN:** The City will assess changes needed to conform with statutory and interlocal requirements of the 10 year Water Supply Facilities Work Plan.

## **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