

**CITY OF ST. AUGUSTINE**

**MEMORANDUM**

TO: Planning and Zoning Board

DATE: May 1, 2018

RE: 8(a) Other business  
Introduction and Discussion related to the Evaluation and Appraisal Report (EAR) process, and the Future Land Use Element

Staff is beginning to gather information to work through the Evaluation and Appraisal Report (EAR) process. The City must submit a letter summarizing the conclusions by December 2018. The information attached has been revised since the April meeting. Please review the additional information.

The general structure of a Comprehensive Plan evaluation report is outlined below.

After this analysis is complete, a letter is submitted summarizing the findings, and the City proceeds to update and amend the Goals, Objectives and Policies of the elements of the Comprehensive Plan based on the new Data and Analysis.

The first element to look at is the Future Land Use Element (FLUE). The FLUE really sets the overall framework, and Land Use Plan for development in the City. Enclosed for your review is some initial updated data, and potential Local Issues related to the Future Land Use Element for discussion.

If you have any questions or require additional information please contact myself or David Birchim at our office by calling (904) 825-1065 or by email at either [askinner@citystaug.com](mailto:askinner@citystaug.com) or [dbirchim@citystaug.com](mailto:dbirchim@citystaug.com).

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Deputy Director  
Planning and Building Department

# Evaluation Report Outline

## Introduction

- Including a community profile and purpose

## Data and Analysis

- Including updated data for each element of the Comprehensive Plan

We will look at the elements in these groups, and review any issues that overlap between elements as well.

### **Group 1 - Future Land Use Element**

### **Group 2 - Transportation and Infrastructure Elements**

### **Group 3 – Housing and Historic Preservation Elements**

### **Group 4 – Conservation and Coastal Management and Recreation and Open Space Elements**

### **Group 5 – Intergovernmental Coordination, Capital Improvements, and Public Schools Elements**

## Identified Local Issues and Analysis

These are issues that we know need to be addressed in the updated Comprehensive Plan.

## **Impacts of Changes to Chapter 163 F.S. on the Comprehensive Plan**

## **Consistency with the State Comprehensive Plan of the City's Comprehensive Plan**

## **Consistency with the Strategic Regional Policy Plan of the City's Comprehensive Plan**

# Evaluation Report Tentative Timeline

<b>December 10, 2018</b>	<b>City Commission</b>	Approve City EAR letter to State
<b>December 4, 2018</b>	<b>Planning and Zoning Board</b>	Recommend EAR to the City Commission
<b>November 15, 2018</b>	<b>Historic Architectural Review Board</b>	Final Recommendations
<b>November 6, 2018</b>	<b>Planning and Zoning Board</b>	Final Recommendations
<b>April – October, 2018</b>	<b>Six (6) month review period by groups*</b>	

\*Special Meetings may need to be scheduled.