



## Charlotte County's 2050 Comprehensive Plan Creation

Comprehensive Plans are complex documents and can take over a year to complete. Below you will find a simplified timeline for the Comprehensive Plan from initial steps through the approval process.

### **Step 1: Visioning**

In this stage there are several meetings between the consultants and County Staff to determine their vision for the Comprehensive Plan. Also during this stage is a massive data collection effort including environmental, transportation, employment, housing, population, and much more. This data will inform decision making and aid in issue identification throughout the entire process.

### **Step 2: Public Workshops**

The County will host multiple workshops at various stages during the Comprehensive Plan update process to gather public input on the various issues and to comment on the vision that has been proposed for the Comprehensive Plan. Data gathering will continue during this time as new issues are raised by the public.

### **Step 3: Draft Comprehensive Plan**

After all the data is gathered and the public input is compiled, writing the Comprehensive Plan can begin. This process takes several months and involves close interaction between County Staff and the consultant team. A first draft of the Comprehensive Plan is usually completed and submitted to the County by an agreed upon date.

### **Step 4: Review of Draft Comprehensive Plan**

Once the draft Comprehensive Plan has been submitted to the County there is a defined period of review where County Staff, elected officials, and the community can make comments and suggest changes. These changes will be incorporated into the Comprehensive Plan to create a final draft.

### **Step 5: Final Draft**

Once the changes from the County and the community are completed, a final draft of the Comprehensive Plan is submitted to the County to begin the Public Hearing process.

### **Step 6: Planning & Zoning Board Transmittal Hearing**

The final draft of the Comprehensive Plan must go through the public hearing process, which begins with a Planning and Zoning Board Hearing. The Planning and Zoning Board will review the Comprehensive Plan along with County Staff comments and will make a recommendation to the Board of County Commissioners to either approve or deny the proposed Plan.

### **Step 7: Board of County Commissioners Transmittal Hearing**

After the Planning and Zoning Board makes a recommendation, the Board of County Commissioners (BoCC) will review the proposed Plan and Staff comments. If it meets their requirements, they will decide to submit it to the State for review. If it does not meet their requirements, they can decide to reject it.

### **Step 8: State Review & Comment**

The proposed Comprehensive Plan must comply with all State Law and meet all the requirements for a Comprehensive Plan. To ensure this, the State of Florida has a right to review and make recommendations for changes to the proposed Plan. The agency in charge of reviewing all Comprehensive Plans is called the Department of Community Affairs (DCA). If the proposed Plan does not meet State standards, DCA will issue a report to the County called the Objections, Recommendations, and Comments (ORC) report. This report will itemize all the changes required to answer DCA's questions or bring the Comprehensive Plan into compliance with State laws.

### **Step 9: Response to State Comments - Adoption Hearing**

The County has a specified amount of time to reply to DCA's questions and make the requested changes or to suggest alternative changes. Once completed, the revised Plan is resubmitted to the State upon its adoption by the County Commissioners.

If DCA finds that the state requirements were met, they will find the proposed Comprehensive Plan "in compliance". If not, they can find the Plan "non-compliant" and the issues will be scheduled for a hearing with an Administrative Hearing Officer.

## **Writing Process**

Input is sought from many sources when writing a Comprehensive Plan. Residents, landowners, elected officials, and government agencies all provide vital insight into the issues that need to be addressed and may suggest potential solutions and discuss new approaches to planning that

can be used to make Charlotte County an even better place to live, work and relax. Using input from the various sources, the County staff and their planning consultants will write the actual content of the Plan according to the state-mandated specifications.

### **Government Agencies**

There are a host of government agencies that can provide input for Comprehensive Plans. These entities help bring a larger regional or even statewide perspective to Comprehensive Plans and ensure that proposed policies do not negatively impact issues of regional or state concern. They can include:

#### **Federal**

Army Corp of Engineers (ACOE)

#### **State**

Dept. of Community Affairs (DCA) now called Dept. of Economic Opportunity (DEO)

Florida Dept. of Transportation (FDOT)

Florida Dept. of Environmental Protection (FDEP)

#### **Regional**

Southwest Florida Water Management District

South Florida Water Management District

Southwest Florida Regional Planning Council

#### **Elected Officials**

Elected officials bring to the Comprehensive Plan process both a high-level view of County operations and a detailed view of the everyday needs of their constituents. This diversity of perspectives helps round out the input of many of the other sources.

#### **Community Participation**

Public input is vital to the success of a Comprehensive Plan since it is the citizens who live, work and own land in the community. In the Comprehensive Plan process, Charlotte 2050 provides the public with the opportunity to participate either in person or online in several workshops that will be held periodically. At these workshops, the public will be able to voice their comments and ideas through surveys and other exercises that focus collaboration into specific areas such as:

- Community Identity
- Neighborhood Protection
- Urban Design
- Conservation
- Transportation
- Land Use

This input, combined with input from county staff, government agencies, and elected officials help the writers of the Comprehensive Plan better address issues specific to the community.

## **Consultants**

The task of preparing a Comprehensive Plan for a jurisdiction like Charlotte County is immense and cannot typically be completed entirely by county staff. Most jurisdictions hire consultants to help them write their Comprehensive Plans and move it through the approval process. Outside consultants can bring fresh ideas and solutions to solve difficult problems and can provide specialized services and resources that are not readily available to county staff.

### **Participating Consultants include:**

- Glatting Jackson Kercher Anglin
- University of Central Florida (SAGE)
- [Fishkind & Associates](#)
- [Randall Arendt, Greener Prospect](#)

## **County Staffs**

Participation from county staff is vitally important to creating a useful and effective Comprehensive Plan since they are the everyday implementers of its policies. They are in the trenches every day and have intimate knowledge of how well (or not so well) policies or processes in the Comprehensive Plan function.

In the planning process, county staff will contribute both data and analysis for the writing of the Comprehensive Plan and write some portions themselves. Once the Comprehensive Plan is written, it is the staff that will maintain it and ensure that its policies are implemented in all areas of the County government.

### **Participating County Departments**

- Growth Management now called Community Development Department
- Parks and Recreation
- Utilities
- Environmental Services
- Public Works
- Public Safety
- Public Information Office
- Information Technology

## **Comprehensive Plan Meetings**

- June 24, 2008 - Smart Charlotte 2050 Preview
- July 17-18, 2008 - Stakeholder Meetings
- July 22, 2008 - Visioning Workshop
- July 23-24, 2008 - Visioning Charrette
- July 23, 2008 - Stakeholder Follow-up Exercise
- September 11, 2008 - Young Professionals Meeting

- October 22, 2008 - Vision Plan Public Workshop
- December 16, 2008 - County Commission Presentation
- April 21, 2009 - County Commission Workshop on Parks, Recreation and Cultural Resources Element
- April 22, 2009 - Community Workshop 1 of 4 @ Tringali Park
- April 23, 2009 - Community Workshop 2 of 4 @ Port Charlotte Library
- May 12, 2009 - County Commission Workshop on Infrastructure Element and Public Schools Facility Element
- May 19, 2009 - County Commission Workshop on Natural Resources Element
- May 20, 2009 - Community Workshop 3 of 4 @ Charlotte Harbor Environmental Center
- May 21, 2009 - Community Workshop 4 of 4 @ Cleveland Baptist Church
- June 16, 2009 - County Commission Workshop on Future Land Use Element
- June 23, 2009 - County Commission Workshop on Coastal Planning Element
- August 18, 2009 - Public Hearing on Parks, Recreation and Cultural Resources Element
- August 25, 2009 - Public Hearing on Infrastructure Element and Coastal Planning Element
- September 8, 2009 - Public Hearing on Transportation Element and Intergovernmental Coordination Element
- September 15, 2009 - Public Hearing on Natural Resources Element and Housing Element
- September 22, 2009 - Public Hearing on Future Land Use Element and Public Schools Element
- October 23, 2009 - Planning & Zoning Board Workshop
- November 9, 2009 - Planning & Zoning Board Public Hearing
- December 15, 2009 - Board of County Commission Transmittal Hearing
- July 20, 2010 - Board of County Commission Adoption Hearing