



Appendix - A

Monitoring & Evaluation

MONITORING AND EVALUATION REQUIREMENTS

At least every seven (7) years, pursuant to Rule Chapter 73C-49, Florida Administrative Code, the City will determine whether the need exists to amend the comprehensive plan to reflect changes in state requirements since the last time the comprehensive plan was updated. The City will notify the state land planning agency by letter of this determination. If the City determines amendments to the comprehensive plan are necessary, the City will prepare and transmit the proposed amendments to the State Land Planning Agency within one year of such determination.

PUBLIC PARTICIPATION

For the 2024 Evaluation and Appraisal, the City gathered feedback from the community. The Planning Division obtained feedback and comments from the general public through the ongoing Community Outreach efforts – both online and in person at a Community Open House. The online efforts included a 10 question survey, with over 310 participants. Questions focused on missing middle-housing, multi-modal transportation options, variety of housing types, economic development, and nodal strategies, along with proposed changes to the City’s 2050 Vision Plan Land Use Map.

A total of 16 citizens attended the Community Open House and the local news picked up the story. The proposed revision included a number of “clean-up” items, updates to projects, and timelines and completion deadlines. Internal meetings and on-going discussions with city department heads were conducted to ensure proposed revisions aligned with various master plans, project, and programs needed to maintain the City’s level of service.

In addition, the DeLand City Commission and Planning Board conducted workshops on both the 2050 Vision and the Comprehensive Plan update. The City Commission will review and make determinations on all proposed Comprehensive Plan amendments. The City Commission is the final decision-making authority for the implementation and amendment to the Comprehensive Plan.

The DeLand Planning Board, the designated Local Planning Agency, will have the responsibility of holding the initial public hearings on all amendments to the Comprehensive Plan and Future



Land Use Map. All proposed Comprehensive Plan amendments will be heard by this Board. In addition to hearing amendments, the Planning Board will be responsible for reviewing and making recommendations for future revisions to the Land Development Regulations (LDR) to support the Comprehensive Plan.

Moving forward, the Planning Division will take a lead role in facilitating the implementation of the Comprehensive Plan: by recommending LDR amendments, aligning plans, initiatives, programs, organizations, capital improvement programs, and development review with the plan's goals, objectives and policies.

REPORTING

The City has several data reports which will be updated regularly. This updated data will be provided to the appropriate public bodies and will be made available to the general public.

The following reports will be prepared and updated annually unless noted otherwise:

- a) Annual Population Growth and Development Report
- b) Existing land use acreage
- c) Wastewater treated - actual and projected
- d) Five-Year CIP
- e) Revenues and expenditures - actual and projected
- f) Annual budget
- g) Water Quality Reports through NPDES Monitoring
- h) Annexation Report

MEASURABLE OBJECTIVES AND CONTINUOUS MONITORING

Based on the public participation process described previously, the City will review the implementation of the goals, objectives, and policies on an annual basis. This will allow the City to periodically evaluate its progress toward meeting community needs and desires. It is important for the City to review the goals, objectives, and policies to make any necessary adjustments to either the Comprehensive Plan or the implementation process.



Amendments to the Comprehensive Plan will be discussed and conducted in the appropriate public forum, and amendments will focus on how to make the Comprehensive Plan a better document. The City will avoid amending the Plan to suit specific projects or cases, but rather to maintain consistency with the City's long-term vision, address future compatibility issues, and/or changes in federal, state or local regulations.

To ensure continuous monitoring, the City will link the goals, objectives and policies of the Comprehensive Plan to the annual budget, CIP, LDR's, 2050 Vision Plan, Strategic Plan and other City plans. By requiring this linkage, the Comprehensive Plan will be institutionalized into the City's decision-making process.

The Comprehensive Plan is not a static document and must be routinely evaluated and updated to align with changes in population, community sentiment, and economic challenges. With an annual review process established, the City will be able to determine whether its goals, objectives and policies are being accomplished and how to better meet the needs of the community.