

## PUBLIC PARTICIPATION ELEMENT



CITY OF GROVELAND

LAKE COUNTY, FLORIDA

ADOPTED ON APRIL 1, 2019  
ORDINANCE 2018-10-34

**PUBLIC PARTICIPATION ELEMENT  
TABLE OF CONTENTS**

A. INTRODUCTION .....1  
B. OVERVIEW OF COMPREHENSIVE PLAN .....1  
C. ADOPTED PUBLIC PARTICIPATION PROCEDURES AND POLICIES .....2

## CHAPTER 10 PUBLIC PARTICIPATION ELEMENT

### A. INTRODUCTION

The purpose of the *Public Participation Element* is to ensure public participation in the City's planning process. This *Element* is developed around the following goals:

1. Provide all residents of Groveland the opportunity to participate in their government to the fullest extent possible to promote their health, safety, welfare, and general wellbeing;
2. Promote efficiency in the governmental process by streamlining actions involving public participation whenever possible; and
3. Conform to all applicable local, state, and federal laws relative to public notice and citizen participation requirements.

Per City Ordinance 2018-08-18, the City's Planning and Zoning Board functions as the Local Planning Agency referred to throughout this *Element*.

These goals will be achieved by following the procedures provided within this *Element*.

### B. OVERVIEW OF COMPREHENSIVE PLAN

Public participation is actively encouraged in the comprehensive planning process. The *Community Planning Act* sets forth minimum public participation requirements designed to provide effective public participation in the planning process and to provide real property owners with notice of all official actions that will regulate use of their property.

Among other goals, the *Community Planning Act* states, "It is the intent of this act that local governments have the ability to preserve and enhance present advantages; encourage the most appropriate use of land, water, and resources, consistent with the public interest; overcome present handicaps; and deal effectively with future problems that may result from the use and development of land within their jurisdictions. Through the process of comprehensive planning, it is intended that units of local government can preserve, promote, protect, and improve the public health, safety, comfort, good order, appearance, convenience, law enforcement and fire prevention, and general welfare; facilitate the adequate and efficient provision of transportation, water, sewerage, schools, parks, recreational facilities, housing, and other requirements and services; and conserve, develop, utilize, and protect natural resources within their jurisdictions."

This document will provide an overview of the public participation requirements of Chapter 163, Florida Statutes.

### **Adopted Public Participation Procedures and Policies**

As required by Ch. 163.3181 F.S., the following procedures are adopted to guide and assist the City Council, City Staff, and the public during the preparation, public hearings, and other required steps in the development of the City's *Comprehensive Plan*.

### **Public Participation Policies**

1. All plan and plan amendment preparation, modification, and adoption shall be advertised in accordance with Florida Statutes Chapter 163, Part II.
2. The City shall update the *Comprehensive Plan* or parts thereof as often as is deemed necessary by the City Council and in accordance with Florida Statutes Chapter 163, Part II.
3. The City shall utilize its Local Planning Agency as a public forum for citizen participation and to keep the general public informed.
4. Written comments from the public regarding planning issues shall be encouraged and entered into the public record.
5. The City shall provide written responses to said citizen inquiries upon request regarding the *Comprehensive Plan*. The City Council shall respond to any comments or suggestions regarding the *Plan* made to them at the public hearings.
6. Prior to transmitting the amended *Comprehensive Plan* to the State Land Planning Agency, the Local Planning Agency and City Council shall hold transmittal hearings to transmit the amended *Plan* to the State.

A copy of the *Comprehensive Plan* and current drafts of the *Plan* and any proposed amendments to the *Plan* shall always be available at City during regular office hours for inspection by the public. Copies of any portions thereof may be purchased from the Clerk.

### **Monitoring and Evaluation Policies**

Given that the City's adopted *Comprehensive Plan* dates back to 1992, the *Plan* has been formally reviewed as required by State law. It is the purpose of this section to ensure the continuation of evaluation and appraisal efforts, and to set forth those actions that will be adopted as a part of this *Plan* that will measure future and ongoing monitoring and evaluation.

1. **Updating Baseline Data and Measurable Objectives:** During the annual update of the *Capital Improvements Element*, City Staff shall prepare updated baseline data and measurable objectives as needed. The data will then be provided to the Local Planning Agency, which shall provide its recommendation to the City Council.

2. **Assured, Continued Monitoring and Evaluation:** The annual updating of the *Capital Improvements Element*, and the involvement of the City's Local Planning Agency are some methods by which the City has assured that monitoring and evaluation will be continuous. In addition, as required by Chapter 163.3191, F.S., the City will adopt an evaluation and appraisal report once every 7 years assessing the progress in implementing the City's *Comprehensive Plan*. If the City fails to submit its letter prescribed or update its plan pursuant to Chapter 163.3191, F.S., it may not amend its *Comprehensive Plan* until such time as it complies with this section.