

INTERGOVERNMENTAL COORDINATION ELEMENT

Goals, Objectives, and Policies

Adopted: August 22, 2011

Goal One: Establish a regular means of communication among officials of two or more political or other jurisdictions for the purpose of sharing information and addressing and resolving issues of mutual interest.

Objective 1.1: Consider and coordinate with the plans of the County, surrounding cities, special districts, Federal and State agencies which regulate land use activities in the city, as well as entities that provide services (franchised electric, telephone, cable, and natural gas utility providers) but have no regulatory authority over land use.

Policy 1.1.1: The City will continuously review Federal and State agency plans, reports of the Lake Region Lakes Management District, the Southwest Florida Water Management District (SWFWMD), Polk Transportation Planning Organization (TPO), any airport master plans, and any college and/or university master plans presented to the City, and identify and resolve conflicts with the City of Winter Haven Comprehensive Plan, including concurrency related items.

Policy 1.1.2: The City will coordinate with other agency staff and governing boards in order to resolve issues raised in Policy 1.1.1.

Policy 1.1.3: The City will consider amending its Comprehensive Plan based upon the review of plans and discussions identified in Policy 1.1.1.

Policy 1.1.4: The City shall provide a formal notification of any proposed comprehensive plan amendments that could affect land use, including locally undesirable land uses in an adjoining jurisdiction, by providing a detailed description of the proposed amendment and sending a map showing the location of the amendment. Where conflicts arise, the following guidelines and procedures shall be followed to resolve them:

- a. City staff will initially work with staff of other governmental entities in an informal manner to resolve conflicts. If conflicts cannot be resolved in this manner, staff will confer with the City Manager to pursue resolution of the conflict with his or her counterpart.

- b. Where the City has existing agreements with other governments or agencies that address the resolution of conflicts, the City will use the procedures set forth in those agreements. Where there is no existing agreement, the City Manager, at the direction of the City Commission, will organize a forum involving elected officials and staff to meet with a like body from other government or agency to pursue a resolution to the conflict.
- c. If the process established in this policy fails to produce conflict resolution, the City Manager will request that the Central Florida Regional Planning Council's (CFRPC) informal mediation process be used.

Policy 1.1.5: The City will request the Polk County School Board to coordinate the planning of future land use and facility needs, and provide the City with annual updates to Capital Improvements programming. Upon request, the City will provide like plans and capital improvement schedules to the School Board.

Objective 1.2: Ensure adjoining jurisdictions, the Polk County School Board, and regulatory agencies are informed about any changes to the City's Comprehensive Plan that may result in extra-jurisdictional impacts.

Policy 1.2.1: Provide Planning Commission agendas, or other meeting notifications, to any outside jurisdiction or regulatory agency that may be affected by a proposed text or map change to the City's Comprehensive Plan or Unified Land Development Code.

Policy 1.2.2: Following the adoption of any text or map change to the Comprehensive Plan or Unified Land Development Code, send a copy of the change to any affected jurisdiction, the Polk County School Board, or regulatory agency.

Policy 1.2.3: At a minimum, ensure that Polk County, the Polk County School Board, and the Central Florida Regional Planning Council have updated versions of the City's Comprehensive Plan and Unified Land Development Code.

Goal Two: Work with Polk County, adjacent municipalities, the Polk County School Board, State and Federal regulatory agencies, and the Central Florida Regional Planning Council on joint planning for those issues impacting an adjoining jurisdiction or are of a regional concern.

Objective 2.1: Identify, implement, and coordinate joint planning areas for annexation and utility service provision.

Policy 2.1.1: The City will coordinate with Polk County, and other jurisdictions as appropriate, to establish a joint planning process and delineate the direction and extent of municipal annexation for the planning period.

Policy 2.1.2: The City and Polk County shall work towards establishing a municipal annexation area that appears on the *Polk County Future Land Use Map*. Additionally, the City shall work with Polk County on developing an inter-local agreement for joint planning within the area, and for the exclusive provision of water and sewer service to all development therein.

Policy 2.1.3: When reviewing or approving changes to the City's Future Land Use Map or Zoning Map, the City shall take into consideration any Selected Area Plans adopted by Polk County which include land located inside or adjacent to the city limits.

Objective 2.2: Identify and describe joint processes for collaborative planning on population projections.

Policy 2.2.1: The City will coordinate with Polk County, the Polk County School Board, and Central Florida Regional Planning Council to develop countywide population projections that include expected growth projections in the incorporated areas due to annexation.

Policy 2.2.2: The City will review the draft population projections and consider using them in the Comprehensive Plan.

Policy 2.2.3: The City will forward the population projections used in its Comprehensive Plan to the School Board so they can consider projected growth and development as it relates to the future need for schools.

Policy 2.2.4: The City will maintain an inter-local agreement with the School Board addressing such matters as the joint utilization of consistent and coordinated population projections.

Objective 2.3: Identify and describe processes for collaborative planning on school siting and joint use of facilities.

Policy 2.3.1: The City will annually review Polk County School Board's plans for the siting of public schools within its jurisdiction for consistency with the Comprehensive Plan, both at the staff level and through public

hearings for specific site plans. This will include the review of the 5-, 10- and 20-year facility plans of the School Board, as well as responding as needed to site specific plans to locate new schools or expand existing schools. The City will review the School Board's annually updated 5-year School Capital Outlay Plan (5-year facility work program), 10-, and 20-year facility work programs and coordinate those plans with the Comprehensive Plan.

Policy 2.3.2: Per Chapter 1013, Florida Statutes, at least 60 days prior to the purchase or leasing of property that may be used for new or expanded public educational facility, and where the proposed site is in or adjacent to the City of Winter Haven, the Polk County School Board shall notify the City of the location of the site. The City shall review the site as it relates to consistency with the Comprehensive Plan, including a preliminary analysis of the potential impacts to public facilities. The City's review shall be given to the School Board within 45 days after receipt of their initial notification to the City.

Where additional time is required for a complete public facilities impact analysis as it relates to issues of concurrency for transportation, water, wastewater, parks, stormwater management and/or solid waste, the City shall request that the School Board delay the purchase or lease of a site for a new or expanded school site until such an analysis may be completed and reviewed by the City Commission and School Board respectively.

Policy 2.3.3: Per Chapter 1013, Florida Statutes, the planning for new or expanded educational facilities must consider the effects of the location of public education facilities, including the feasibility of keeping central city facilities viable, in order to encourage central city redevelopment and the efficient use of infrastructure while discouraging urban sprawl. The City will encourage the collocation of public facilities of any kind, including parks, libraries, recreational opportunities, maintenance facilities, and schools when planning and reviewing a proposed site for a new or expanded educational facility.

Policy 2.3.4: Per Chapter 1013, Florida Statutes, if the proposed site for a new or expanded educational facility is consistent with future land use policies and categories of the Comprehensive Plan, the City may not deny an application for such a facility but may impose reasonable development standards and conditions which consider the site plan and its adequacy related to the environmental concerns, health, safety and welfare, and effects on adjacent property.

Policy 2.3.5: Continue to maintain the *2008 Inter-local Agreement for Public School Facility Planning* with the Polk County School Board, Polk County, and other municipalities within Polk County. The City shall actively participate in any process to update and amend the *Agreement*.

Policy 2.3.6: Include representation on the Planning Commission, in the form of an ex-officio member, by the Polk County School Board.

Objective 2.4: Identify and describe joint processes for collaborative planning for facilities subject to concurrency.

Policy 2.4.1: City staff will coordinate as needed, with Polk County planning staff for the purpose of determining future unincorporated area needs for water and sewer within unincorporated areas served by the City.

Policy 2.4.2: For the purpose of obtaining comments pertaining to development expected in the *Polk County Comprehensive Plan*, the City will notify Polk County planning staff of plans to adopt construction schedules within its Capital Improvements Element for water and sewer facilities located in or affecting unincorporated areas within the City's Utility Service Area.

Policy 2.4.3: The City will coordinate, through the Polk Transportation Planning Organization (TPO), the transportation needs of the City with both the short range and long range needs of Polk County and the Florida Department of Transportation (FDOT).

Policy 2.4.4: The City will forward requests for access to County or State maintained roadways to each respective agency for comment concerning their respective plans and policies.

Policy 2.4.5: The City will enter into an inter-local agreement with Polk County for potential joint projects programmed under the County's Stormwater Plan and coordinated with City stormwater management projects.

Policy 2.4.6: The City shall work with the Polk County School Board on all new residential developments to ensure adequate school facilities are in place to serve the new residents.

Objective 2.5: Identify and describe joint processes for collaborative planning for facilities with regional significance.

- Policy 2.5.1:** The City will continue to coordinate with Polk County staff for the provision of countywide services, including but not limited to, solid waste disposal and recycling, the Polk County Emergency Operations Center, Health Department, Water Resources, Housing and Neighborhood Development, and Property Appraiser.
- Policy 2.5.2:** The City will coordinate with the Polk County TPO and the Polk Transit Authority (PTA) for the provision of major transportation facilities and mass transit.
- Policy 2.5.3:** The City will forward notice of proposed future land use plan policies related to hurricane shelters and evacuation routes, as well as map amendments resulting in an increase in population, to the Central Florida Regional Planning Council (CFRPC) and the Polk County Emergency Management Department to determine hurricane shelter space availability and the effect of increased evacuating populations on evacuation clearance times and routes.
- Policy 2.5.4:** The City will forward notice of proposed future land use plan policies that would affect any regional resource identified in the CFRPC's *Strategic Regional Policy Plan*.
- Policy 2.5.5:** The City will coordinate with the CFRPC to identify and protect Natural Resources of Regional Significance as identified in the currently adopted *Strategic Regional Policy Plan*.
- Policy 2.5.6:** The City will cooperate with Florida Department of Environmental Protection (FDEP) and the CFRPC to identify and include greenways and an integrated habitat network of uplands on all planning maps. The City will adopt goals and objectives for protection of the Peace River and its wetlands and floodplains, as recommended by the Charlotte Harbor National Estuary Program board. Continue to participate in the Charlotte Harbor National Estuary Program advisory board meetings.

Objective 2.6: Establish, maintain, and improve intergovernmental coordination of development review activities, especially for collaborative planning on problematic land uses.

- Policy 2.6.1:** The City will periodically review of its locational standards to determine whether conflicts exist between its regulations and those of neighboring jurisdictions, evaluate what can be done to resolve any conflicts found, and determine if any improvement in effectiveness or efficiency may be gained through a countywide approach to standards that would be more uniform in their application.

Policy 2.6.2: The City will coordinate with Polk County, the CFRPC, or appropriate ad hoc committees, in the development, review, and recommendation of efficient city-wide guidelines to coordinate the location of problematic land uses.

Objective 2.7: The City shall take a leadership role in managing water resources within the Peace Creek Watershed.

Policy 2.7.1: Other communities within the Peace Creek Watershed shall be approached about managing water on a watershed scale, including water supply, flooding, water quality and natural systems. Efforts should also include agencies such as the SWFWMD, FDEP, EPA, Army Corps of Engineers, and FDOT to insure that future projects maximize benefits for all aspects of water, including water supply, lake levels, water quality, wetland restoration and others. Intergovernmental agreements for coordination should be pursued to reduce costs and maximize benefits for all aspects of water.

Goal Three: The City shall work towards resolving all disputes with other jurisdictions or agencies in a timely manner using the least amount of resources necessary to resolve the dispute.

Objective 3.1: Bring intergovernmental disputes to closure in a timely manner through the use of voluntary dispute resolution processes.

Policy 3.1.1: The City will pursue the resolution of conflicts that may arise from the coordination of these Intergovernmental Coordination Element goals, objectives, and policies using the appropriate voluntary dispute resolution processes adopted by the City.

Policy 3.1.2: The City will coordinate with Polk County and the CFRPC, as appropriate, to resolve Comprehensive Plan disputes, as well as other planning related intergovernmental disputes.

Policy 3.1.3: The City will utilize the CFRPC's role as a mediator and conciliator as outlines in the adopted Rule to reconcile differences on planning and growth management issues as outlined in the Rule.

Policy 3.1.4: Utilize the court system only as a last resort in resolving a conflict with another jurisdiction or regulatory agency.