

SECTION V

IMPLEMENTATION

SECTION V: TABLE OF CONTENTS

CHAPTER 1. CAPITAL IMPROVEMENTS

INTRODUCTION V-3
GOALS, OBJECTIVES & POLICIES..... V-4
GOAL CIE 1:..... V-4

List of Tables

Table CIE-1: Level of Service (LOS) Standards V-16

CHAPTER 2. INTERGOVERNMENTAL COORDINATION

INTRODUCTION V-23
GOALS, OBJECTIVES & POLICIES..... V-24
GOAL ICE 1 V-24

CHAPTER 3. GENERAL MONITORING & PUBLIC PARTICIPATION

INTRODUCTION V-38
GOALS, OBJECTIVES & POLICIES..... V-39
GOAL GM 1:..... V-39

CHAPTER 1. CAPITAL IMPROVEMENTS

INTRODUCTION

Statutory Basis

The Capital Improvements Element (CIE) is the most central and effective tool to implement a local government's vision, while meeting the most basic needs of its current population and anticipating future growth. As such, the CIE is a mandatory element of Comprehensive Planning, as provided for in Section 163.3177(3), Florida Statutes. This element is intended to provide standards to ensure the continued provision of public services to accommodate existing and new development, as well as to prioritize corrections in existing system deficiencies. This element is implemented by the 5-year Capital Improvements Plan and must be evaluated annual to ensure its continued effectiveness.

Sustainable Vision

The CIE is intrinsically linked with the concept of Sanford's continued sustainability. This element provides an implementation mechanism for the policies and planning strategies enumerated in Volume I and ensures that the improvements necessary to allow Sanford to thrive are provided, not just by the City, but also by private development in order to offset the impacts it makes to that system. Without the coordination of this element with other elements in this Volume and its continual evaluation, implementation of the City's Four Pillars and its Strategic Vision would not be possible.

Supporting Documents

The Capital Improvements Element is supported by the Implementation section of Volume II, which provides for the inventory and analysis of the City's existing funding mechanisms, as well as 5-year projected improvements allocated in the Capital Improvements Plan, which is included in Volume II as reference.

GOALS, OBJECTIVES & POLICIES

GOAL 8-CIE 1:

CAPITAL IMPROVEMENT MANAGEMENT. THE CITY SHALL UNDERTAKE ACTIONS NECESSARY TO ADEQUATELY PROVIDE NEEDED PUBLIC FACILITIES WITHIN THE CITY'S JURISDICTION IN A MANNER WHICH PROTECTS INVESTMENTS AND EXISTING FACILITIES, MAXIMIZES THE USE OF EXISTING FACILITIES, AND PROMOTES ORDERLY COMPACT GROWTH.

Intent and Administration

OBJECTIVE 8-CIE 1.1: Capital Improvements Rationale. Capital improvements will be provided for purposes of correcting existing deficiencies, accommodating future growth, and replacing worn-out or obsolete facilities, as programmed in the Five-Year Capital Improvement Program.

Policy 8-CIE 1.1.1: Capital Improvement Element Intent. The City is committed to growth management which incorporates appropriate fiscal management practices and procedures. The City shall consider the use of all legal and equitable fiscal management techniques to achieve delivery of public services and facilities needed by existing and anticipated future populations. The capital improvement program presented herein identifies capital improvements needed by the existing and projected future population to maintain adopted level of service (LOS) standards. The City shall consider performance standards as well as legal and equitable impact fees, where appropriate, to ensure that new developments cover the costs of needed to maintain the adopted LOS for facilities and services based upon the impacts of the development.

The capital improvement program and budgeting process provides an on-going process for planning and review of the City's capital outlays, including their location, timing, estimated cost, relative priority, and potential funding sources. Capital outlays are approved only by the City Commission.

Policy 8-CIE 1.1.2: Capital Improvement Program Criteria. The term "capital improvement", as used in the Comprehensive plan, is defined as a project that is self-contained and that will usually be constructed or purchased as a unit. Capital improvements generally include only those items constructed or purchased that have a useful life extending beyond a 10-year period following their acquisition, and usually involve a cost in excess of \$25,000 or involve the acquisition or disposal of land regardless of cost. Minor recurring annual expense items including routine maintenance and repairs are excluded. All projects that are to be financed from bond funds are included. Similarly, preliminary engineering studies for public facilities such as the design improvements to the transportation, water, wastewater, public school facilities and drainage systems are generally itemized as capital expenditure items due to their significant cost and their impact on the capital improvement program. The capital improvement program and budget is concerned with the assessment of need, assignment of priorities, and efficient allocation of the City's existing and potential fiscal resources for major community improvements or acquisitions over a five to 10-year period. The fundamental purposes of the capital improvement programming are as follows:

- a. To consolidate and coordinate all the various departmental requests by taxing district with the hope of reducing delays and coordinating individual improvement programs.
- b. To establish a system of procedures and priorities by which each proposal can be evaluated in terms of public needs, long range development plans, and short and long-term fiscal management impacts.
- c. To schedule future capital outlay projects pursuant to identified needs and priorities.

- d. To set forth a financing program that identifies potential funding sources, including but not limited to ad valorem taxes/general obligation bonds; user fees/revenue of excise tax bonds; grant programs; equitable contributions (exactions, such as impact fees) as well as performance standards and other components of a growth management program which may be used as fiscal strategies for obtaining needed capital improvements in developing areas.
- e. To coordinate joint projects involving participation by one or more local governments, as well as Federal, State, or Federal agencies.

Policy 8-CIE 1.1.3: Utilize Capital Improvement Program and Budget as a Plan Implementation Device. The capital improvement program shall be used for achieving orderly urban growth and development. By providing a planned and reasonably reliable schedule of public projects, the capital improvement program and budget shall provide a guide for both public and private capital investment decisions influencing community development patterns. The capital improvement programming and budgeting process is the primary tool for closely coordinating land use planning and fiscal management required to successfully carry out the Comprehensive Plan.

Policy 8-CIE 1.1.4: Program Availability and Scheduling of Capital Improvements. The City shall include within the Five-Year Capital Improvement Program all capital improvements which are identified in any of the respective elements of the City's Comprehensive Plan. The Five-Year Capital Improvement Program (CIP) and annual capital budget shall be prepared by the City and the CIP and budget shall be adopted by the City Commission.

In the case of the capital improvement program for public school facilities, the City relies on the School Board's obligation to prepare, adopt and implement a financially feasible capital facilities program to achieve public schools operating at the adopted LOS consistent with the timing specified in the Board's Capital Facilities Plan.

Policy 8-CIE 1.1.5: Prioritize Capital Improvements. In allocating priorities for scheduling and funding capital improvement needs, the City shall assign highest priority to capital improvement projects in the Five-Year Capital Improvement which are designed to correct existing deficiencies and maintain the adopted LOS standards for public facilities.

Policy 8-CIE 1.1.6: Draft and Rank Capital Improvement Priorities. The City Manager shall have the authority and responsibility to evaluate and recommend a rank order of priority for each capital improvement is proposed for inclusion in the Five-Year Capital Improvement Program. The City Commission shall retain its authority to adopt the recommendations of the Planning and Zoning Commission, with or without modifications to the proposed Five-Year Capital Improvement Program.

Policy 8-CIE 1.1.7: Evaluate and Rank Capital Improvement Projects. Proposed capital improvement projects shall be evaluated and ranked according to the following priority level guidelines:

- a. Level 1: ~~Whether~~ The project is needed to:
 - Protect public health and safety.
 - Fulfill the City's legal commitment to provide facilities and services.
 - Preserve or achieve full use of existing facilities.
- b. Level 2: ~~Whether~~ The project accomplishes the following:
 - Increases efficiency of existing facilities.
 - Prevents or reduces future improvement costs.
 - Provides service to developed areas lacking full service or promotes in-fill

development.

- c. Level 3: ~~Whether~~ The project:
- Represents a logical extension of facilities and services in a manner consistent with future Land Use Element goals, objectives and policies (GOPs), including the Future Land Use Map.

The applicable plans of State agencies and the St. Johns River Water Management District (SJRWMD) shall be part of the evaluation criteria for capital improvement projects.

Policy 8-CIE 1.1.8: Coordinate Capital Improvements with School District. The City shall adopt the capacity portions of the annual School Board's Five-Year Capital Improvement Plan (CIP) into the Capital Improvement Element (CIE) of the Comprehensive Plan each year. By adopting the capacity portions of the Seminole County Public School's Five-Year ~~Capital Improvement Plan (CIP)~~ in the ~~Capital Improvement Element CIE~~ of the City's Comprehensive Plan, Sanford shall have neither the obligation nor the responsibility for funding or implementing the School Board Five-Year ~~Capital Improvement Plan (CIP)~~. The City hereby adopts the capacity portion of the annual School Board's Five-Year CIP by reference.

Policy CIE 1.1.9: Coordinate Improvements based on Neighborhood Master Planning. Improvements recommended by approved Neighborhood Master Plan documents shall be included in the Capital Improvements Plan to ensure timely implementation of the Master Plan.

Private Development Contribution

OBJECTIVE 8-CIE 1.2: Require Future Developments to Bear Proportionate Costs Infrastructure Impacts. Future development shall bear a proportionate cost for facility improvements necessitated by the development in order to maintain adopted LOS standards. This objective shall be measured through the implementation of the following policies.

Policy 8-CIE 1.2.1: Require Funding Transportation Fees for New Development. The City shall participate in the Seminole County traffic impact fee program for purposes of assisting the funding of new or improved roadways and intersection improvements required to accommodate traffic impacts of new development. The traffic impact fee program assesses new development a pro-rata share of costs required to fund transportation improvement needs generated by such development.

Policy 8-CIE 1.2.2: Supplement Transportation Funding. The local option gas tax and other funding measures that may be made available to the City shall be used to supplement impact fees and fund non-County-maintained transportation improvements.

Policy 8-CIE 1.2.3: Require Recreation Impact Fees for New Development. The City shall continue to enforce the City's recreation impact fee which shall require that new development pay a pro-rata for recreational land and facility needs generated by the respective developments.

Policy 8-CIE 1.2.4: Require Water and Wastewater Impact Fees for New Development. The City shall continue assessing impact fees from new development for water and wastewater facility improvements necessitated by the respective development. The Land Development Regulations (LDRs) shall continue to incorporate performance criteria assuring that all new development provide water and wastewater improvements to meet the adopted LOS standards.

Policy 8-CIE 1.2.5: Fund Drainage Improvements. The City shall continue to correct deficiencies in the drainage system through the implementation of identified capital improvements projects, and by maintaining the stormwater utility district as a dedicated funding source for drainage improvements. The City shall continue to comply with the standards for discharge authorized by EPA permit No. FLS 000038, or its successor under the National Pollutant Discharge Elimination System. The City will continue to include projects in the Five-Year Capital Improvement Program when needed to maintain adopted LOS standards for drainage.

Policy 8-CIE 1.2.6: Collect School Impact Fees. The City shall continue to collect impact fees imposed by the School Board to fund public school facility needs generated by new development.

Resource Management

OBJECTIVE 8-CIE 1.3: Manage Fiscal Resource. The City shall manage fiscal resources to ensure provision of needed capital improvements for approved development orders and for future development and redevelopment.

Policy 8-CIE 1.3.1: Ensure Availability of Adequate Public Facilities. The City shall issue no development order for new development which would result in an increase in demand on deficient facilities prior to completion of improvements needed to achieve the adopted LOS standard. The City shall include an adequate facilities requirement as part of the concurrency management regulations within the Land Development Regulations LDRs and in accordance with Objective CIE 1.4 of this element and the associated policies contained therein.

~~The provisions governing adequate facilities shall mandate that future applications for development shall include a written evaluation of the impact of the anticipated development on the LOS for the water and wastewater systems, solid waste system, drainage, recreation, public school facilities, and the traffic circulation system. Prior to issuing a building permit, the City shall render a finding that the applicant has provided written assurance that the proposed development shall be served with each of the above cited facilities. The written Statement shall ensure compliance with the City's adopted LOS standards. The application for development shall include written assurances that any required improvements shall be in place concurrent with the impacts of the development (i.e., by the time a building permit is granted by the City).~~

Policy 8-CIE 1.3.2: Indebtedness. For capital improvements, the City shall limit its maximum ratio of outstanding general obligation indebtedness to no greater than 1.5 percent of the property tax base. The City shall restrict maximum ratio of total debt service to total revenue to a ratio of 50 percent. In funding capital improvements, the City shall use revenue bonds as opposed to general obligation bonds when possible. The City does not limit the use of revenue bonds as compared to total debt.

Policy 8-CIE 1.3.3: Adopt Capital Improvements Program. The City shall prepare and adopt a Five-Year Capital Improvement Program and annual capital budget as part of its budgeting process. The Five-Year Capital Improvement Program shall be annually updated and those projects required to maintain LOS standards shall be adopted as part of this Element by reference, a copy of which shall be maintained in Volume II of this document.

Policy 8-CIE 1.3.4: Correct Transportation Deficiencies. Road improvements required to correct existing deficiencies in adopted LOS standards shall be included in the Five-Year Capital

Improvement Program. Improvements funded by FDOT, Metroplan, Seminole County, or other governmental entity, and which occur on roadways within the City shall also be included.

Policy 8-CIE 1.3.5: Correct Drainage System Deficiencies. Stormwater drainage system LOS deficiencies shall be included in the City's Five-Year Capital Improvement Program in order to meet the adopted LOS standard.

Policy 8-CIE 1.3.6: Plan New Public Schools. New public schools within the City shall be planned for through cooperation and in conjunction with the parties to the ~~2007~~ currently adopted Interlocal Agreement for Public School Facility Planning and School Concurrency, as amended in January 2008.

Policy 8-CIE 1.3.7: Pursue Available Grants. The City shall continue to pursue available grants such as the Community Development Block Grant (CDBG) Fund in coordination with Seminole County public facility revolving loan programs administered through the Department of Environmental Regulation; the Land and Water Conservation Fund; and other public or private grants programs in order to finance the provision of needed capital improvements.

Concurrency

OBJECTIVE 8-CIE 1.4: Manage Concurrency. The City's Concurrency Management System (CMS) shall ensure that facilities and services needed to support development are available concurrent with the impacts of such development and maintain LOS at or above the adopted standards. Prior to the approval of a building permit or its functional equivalent, the City shall determine whether adequate public facilities to serve the development will be in place prior to issuance of a Certificate of Occupancy or its functional equivalent. ~~water supplies to serve the new development will be available no later than the anticipated date of issuance of the City of a certificate of occupancy or its functional equivalent. Acreage for parks and recreation shall be dedicated by the development or acquired by the City or necessary funds provided as part of a developer's proportionate fair share, before the City may issue a certificate of occupancy or its equivalent. Facilities for parks and recreation shall be in place or under construction within one year of the City issuing a certificate of occupancy or its equivalent. Within three years of the City approving a building permit or its equivalent, necessary transportation facilities needed to serve new development shall be in place.~~

Policy 8-CIE 1.4.1 Maintain LOS Standards. In order to ensure that future development maintains the adopted LOS standards, the City shall issue no development order or permit for development unless the applicant ~~provides narrative and graphic information demonstrating~~ es to the satisfaction of the City that the adopted LOS standards for public facilities, including roads, water and wastewater services, drainage, solid waste, public schools and recreation will be maintained and that improvement needs shall be planned.

Policy 8-CIE 1.4.2: Implement Concurrency Management. The Land Development ~~Code Regulations~~ shall further implement the concurrency management system CMS. ~~Development review procedures shall contain evaluation criteria to determine whether public facility capacity is or will be available according to the adopted LOS standards.~~

Policy 8-CIE 1.4.3: Resolve Concurrency Issues. In order to implement the above measures, the City shall require that all developments requiring a development permit (as defined in Section 163.3164, F.S.) shall, at the time the subject permit application is filed, submit information which

demonstrates that all urban services needed by the proposed development can and will be provided concurrent with the new development. In addition, all determine whether there will be adequate water supplies to serve the new development no later than the anticipated date of development order issuance or its functional equivalent, prior to approval of a building permit. All the developments are subject to the City's concurrency management system CMS. The City will keep track of the total of current demands and outstanding commitments, and determine the availability of adequate water supply prior to the approval of the proposed development.

~~In order to establish an orderly review process, the City shall refine the Land Development Regulations by stipulating specific narrative and/or graphic data and information required at the time a development plan application is filed with the City. At a minimum, the information shall include the following:~~

- ~~• The specific land use(s) and the proposed density and/or intensity of the land use;~~
- ~~• Estimated trips per day and per peak hour, peak direction generated by the proposed land use(s) together with anticipated on and off site improvements needed to accommodate the traffic impacts generated by the development including, additional RAW, roadway improvements, additional paved lanes, traffic signalization, proposed methods for controlling access and egress, and other similar improvements;~~
- ~~• Planned improvements in potable water and/or wastewater systems required to establish and/or maintain adopted water and wastewater LOS. System improvements and proposed funding resources required for implementing any improvements required to establish and/or maintain adopted potable water and wastewater system LOS standards;~~
- ~~• Conceptual plan for accommodating stormwater run-off and demonstrated evidence that the proposed drainage improvements shall accommodate stormwater run-off without adversely impacting natural systems or the City's adopted LOS for storm drainage;~~
- ~~• In cases where residential development is proposed, information shall be submitted describing plans for accommodating recreational demands generated by the development, including demonstrated evidence that the City's adopted LOS for recreation shall not be adversely impacted;~~
- ~~• Projected demand generated by the development on the solid waste disposal system and assurances that the City's adopted LOS for solid waste disposal shall not be adversely impacted;~~
- ~~• A School Impact Analysis projecting the demand generated by the development for permanent student stations within the public school facilities system based on student generation rates provided by the school administration and a School Capacity Availability Letter Determination issued by the School Board;~~
- ~~• Other information which the City determines is necessary to assure that the concurrency requirement shall be satisfied without adversely impacting LOS or the City's ability to adequately service anticipated developments which are consistent with adopted plans and policies of the City.~~

~~All such information submitted pursuant to this subsection shall incorporate proposed funding sources, including any identification of improvements which the applicant anticipates shall be funded by the City or other public or private entity other than the applicant.~~

Policy 8-CIE 1.4.4: Stipulate De Minimis Impacts for Roadways. A proposed development may be deemed to have a de Minimis impact on roadways and may not be subject to concurrency requirements if the de Minimis impacts are defined within the Land Development Code

~~Regulations. For a development to qualify as a de Minimis impact, the Land Development Code must stipulate conditions compatible with Section 163.3180(6), F.S.~~

Policy 8-CIE 1.4.5: Consider Transportation Concurrency Exception(s). All new development and redevelopment occurring within the Downtown/Waterfront and US 17-92 Corridor Transportation Concurrency Exception Areas (TCEAs) may be authorized for exceptions to transportation concurrency requirements.

Policy 8-CIE 1.4.6: Assess Transportation Concurrency. ~~The concurrency management system CMS shall assess transportation impacts for new development or redevelopment according to the minimum standards listed below. These minimum standards shall be incorporated into maintained within the Land Development Code LDRs.~~

- ~~a. LOS standard shall be based upon peak hour, peak direction trips.~~
- ~~b. Roads analyzed shall include roads located within one mile of the project site.~~
- ~~c. Uniform methodology for analyzing transportation concurrency shall be provided within the Land Development Regulations Code and shall be consistent with methodologies established within the FDOT LOS Guidelines Manual, Highway Capacity Manual, or other methodology consistent with transportation professional standards.~~
- ~~d. Traffic generation rates used for concurrency analysis shall be based upon the most recent published edition of the Trip Generation manual prepared by the Institute of Transportation Engineers or by an independent study accepted by the City.~~

Policy 8-CIE 1.4.7: Maintain Consistency with Other Transportation Plans. Update of the Five-Year Capital Improvement Program shall identify multi-modal transportation system projects, including those completed by FDOT, Metroplan, Seminole County, and other agency transportation plans, as appropriate.

~~**Policy 8-1.4.8: Coordinate US 17-92 Corridor Redevelopment Plan.** All planned capital improvement projects along or adjacent to the US 17-92 Corridor shall be coordinated with the US 17-92 (CRA) Corridor Redevelopment Plan to ensure consistency between this Comprehensive Plan and the CRA. The US 17-92 CRA Plan is located within five jurisdictions and unincorporated Seminole County. In order for the US 17-92 CRA Plan to be successful, each jurisdiction shall comply with the plan's overall vision to ensure the success of the redevelopment plan.~~

Policy 8-CIE 1.4.8 1.4.9: Implement Public School Facility Concurrency. The City shall enforce school concurrency using concurrency service area (CSA) boundaries adopted by the School Board, as provided for in the currently adopted *Interlocal Agreement for Public School Facility Planning and School Concurrency*. ~~The CSA boundaries established by the School Board will be based on clustered attendance zones for each school type (elementary, middle and high school) based on adjacency and will be re-evaluated by the School Board, as needed. At the determination of the School Board, CSA maps may be modified from time to time, to maximize utilization of school capacity. The School Board shall transmit the proposed change request with supporting data and analysis to the City and the other local jurisdictions. The City, upon receipt of supporting data and analysis for the proposed modification shall review and submit comments to the School Board within 45 days.~~

General Provisions. The County, the Cities and the School Board shall ensure that the LOS Standard established for each school type is maintained.

- ~~A. No site plan, final subdivision, or functional equivalent for new residential development may be approved by the County or Cities, unless the residential development is exempt from these requirements as provided in section 12.1(C) of the of the 2007 Interlocal Agreement for Public School Facility Planning and School Concurrency (ILA) or until a School Capacity Availability Letter Determination (SCALD) has been issued by the School Board to the local government indicating that adequate school facilities exist.~~
- ~~B. The City may condition the approval of the residential development to ensure that necessary school facilities are in place. This shall not limit the authority of a local government to deny a site plan, final subdivision or its functional equivalent, pursuant to its home rule regulatory powers.~~
- ~~C. The following residential uses shall be considered exempt from the requirements of school concurrency:

 - ~~1. All residential lots of record at the time the School Concurrency implementing ordinance becomes effective.~~
 - ~~2. Any new residential development that has a site plan approval, final subdivision or the functional equivalent for a site specific development approval prior to the commencement date of the School Concurrency Program.~~
 - ~~3. Any amendment to any previously approved residential development, which does not increase the number of dwelling units or change the type of dwelling units (single family, multi family, etc.).~~
 - ~~4. Any age restricted community with no permanent residents under the age of 18. An age restricted community shall be subject to a restrictive covenant on all residential units limiting the age of permanent residents to 18 years and older.~~~~
- ~~D. Upon request by a developer submitting a land development application with a residential component, the School Board shall issue a determination as to whether or not a development, lot or unit is exempt from the requirements of school concurrency and submit a copy of the determination to the local government within 10 days.~~

~~School Concurrency Application Review. The county, cities and the School Board shall administer the following application review process.~~

- ~~A. Any developer submitting a development permit application (such as site plan or final subdivision) with a residential component that is not exempt under Section 12.1(C) of the ILA is subject to school concurrency and shall prepare and submit a School Impact Analysis (SIA) to the School Board for review.~~
- ~~B. The SIA shall indicate the location of the development, the number of dwelling units by unit type (single family detached, single family attached, multi family, apartments), a phasing schedule (if applicable), and age restrictions for occupancy (if any). The School Board concurrency test shall follow the following steps:

 - ~~1. The developer shall submit a SIA to the School Board with a copy to the local government with jurisdiction over the proposed development. The completed SIA must be submitted a minimum of five working days but not more than 30 days prior to Development Application submittal to the local government. The School Board shall perform a sufficiency review on the SIA application. An incomplete SIA application will be returned to the Owner/Developer without processing. The School Board will have 20 working days to determine sufficiency and complete the Test Review. The School Board may charge the applicant a non-refundable application fee payable to the School Board to meet the cost of review in accordance with Florida Statutes.~~
 - ~~2. Each SIA application will be reviewed in the order in which it is received by the School Board.~~
 - ~~3. If the available capacity of public schools for each type within the CSA [or contiguous CSAs as provided for in 12.3(C) of the ILA] containing the proposed project is equal to or greater than the proposed project's needed capacity, the concurrency test is passed. The~~~~

~~School Board will issue a SCALD identifying the school capacity available to serve the proposed project and that said capacity has been encumbered for the proposed project for a period of one year. A capacity encumbrance fee will be established during the regulatory phase of this process.~~

- ~~4. If the available capacity of public schools for any type within the CSA (or contiguous CSAs as provided for in 12.3(C) of the ILA) containing the proposed project is less than the proposed project's needed capacity, the concurrency test is failed. The School Board will issue a SCALD and inform the developer. If capacity is not available the School Board will advise the developer of the following options:

 - ~~a. Accept a 30 day encumbrance of available school capacity, and within the same 30 day period, amend the Development Application to balance it with the available capacity; or~~
 - ~~b. Accept a 60 day encumbrance of available school capacity, and within the same 60 day period, negotiate with the School Board and the local government on a Proportionate Share Mitigation plan as outlined in Section 12.7 of the ILA; or~~
 - ~~c. Appeal the results of the failed test pursuant to the provisions in Section 12.8 below; or~~
 - ~~d. Withdraw the SIA application.~~~~
- ~~5. If no option under Section 12.2(B)(4) of the ILA is exercised by the developer within 45 days, then the application shall deemed abandoned.~~

~~Methodology. The methodology for performing the concurrency test shall follow the steps outlined below:~~

- ~~A. To determine a proposed development's projected students, the proposed development's projected number and type of residential units shall be converted into projected students for all schools of each type within the specific CSA using the adopted Student Generation Multiplier, as established in the most current adopted Seminole County BCC Public School Impact Fee Ordinance.~~
- ~~B. New school capacity within a CSA which is in place or under actual construction in the first three years of the School Board's Capital Improvement Plan will be added to the capacity shown in the CSA, and is counted as available capacity for the residential development under review.~~
- ~~C. If the projected student growth from a residential development causes the adopted LOS to be exceeded in the CSA, an adjacent CSA which is contiguous with and touches the boundary of, the concurrency service area within which the proposed development is located shall be evaluated for available capacity. An adjacency evaluation review shall be conducted as follows:

 - ~~1. In conducting the adjacency review, the School Board shall first use the adjacent CSA with the most available capacity to evaluate projected enrollment impact and, if necessary, shall continue to the next adjacent CSA with the next most available capacity.~~
 - ~~2. Consistent with Rule 6A-3.0171, F.A.C., at no time shall the shift of impact to an adjacent CSA result in a total morning or afternoon transportation time of either elementary or secondary students to exceed 50 minutes or one hour, respectively. The transportation time shall be determined by the School Board transportation routing system and measured from the school the impact is to be assigned, to the center of the subject parcel/plat in the amendment application, along the most direct improved public roadway free from major hazards.~~~~

~~Reserved Capacity. School capacity will be reserved when there is a final disposition of the Development Application by the local government. If the local government approves the Development Application by means of a Development approval, or its equivalent, the School Board~~

~~shall move the school capacity from encumbered status to reserved status for the proposed project. This reserved capacity is held for a period of one year from the date of the Development approval, or the issuance of a building permit, whichever occurs first. If the building permit once issued expires under the development regulations of the local government, the project will lose its reserved capacity. When the local government issues a Development approval for a residential project it shall notify the School Board within 10 working days.~~

~~School Concurrency Approval. Issuance of a SCALD by the School Board identifying that adequate capacity exists indicates only that school facilities are currently available, and capacity will not be reserved until the local government issues development approval.~~

~~A. A local government shall not issue a development approval for a residential development until receiving confirmation of available school capacity in the form of a SCALD from the School Board. The Development approval shall include a reference to the findings of the SCALD indicating that the project meets school concurrency. Once the local government has issued a Development approval, school concurrency for the residential development shall be valid for one year from the date of issuance of the Development approval. Expiration, extension or modification of a Development approval for a residential development shall require a new review for adequate school capacity to be performed by the School Board.~~

~~B. Local governments shall notify the School Board within 10 working days of any official change in the validity (status) of a Development approval for a residential development.~~

~~C. The Local Government shall not issue a building permit or its functional equivalent for a non-exempt residential development until receiving confirmation of available school capacity from the School Board in the form of a SCALD. Once the local government has issued a final development approval, school concurrency for the residential development shall be valid for the life of the final development approval.~~

~~Development Review Table. The School Board shall create and maintain a Development Review Table (DRT) for each CSA, and will use the DRT to compare the projected students from proposed residential developments to the CSAs available capacity programmed within the first three years of the current five-year capital planning period.~~

~~A. Student enrollment projections shall be based on the most recently adopted School Board Capital Facilities Work Program, and the DRT shall be updated to reflect these projections. Available capacity shall be derived using the following formula:~~

$$\text{Available Capacity} = \text{School Capacity}^1 - (\text{Enrollment}^2 + \text{Approved}^3)$$

~~—Where:~~

~~—¹School Capacity = Permanent School Capacity as programmed in the first three years of the School Board's Five-Year CIP.~~

~~—²Enrollment = Student enrollment as counted at the Fall FTE.~~

~~—³Approved = Students generated from approved residential developments after the implementation of school concurrency.~~

~~B. Using the Fall FTE, the vested number of students on the DRT will be reduced by the number of students represented by the residential units that received certificates of occupancy within the previous 12 month period.~~

Policy & CIE 1.4.9 1.4.10: Proportionate Share Mitigation Options for Public School Concurrency. In the event there is no available school capacity to support a development, the School Board shall entertain proportionate share mitigation options and, if accepted, shall enter into an enforceable and binding agreement with the developer to mitigate the impact from the development through the creation of additional school capacity.

~~A. When the anticipated student impacts from a proposed development cause the adopted LOS to be exceeded, the developer's proportionate share will be based on the number of additional student stations necessary to achieve the established LOS. The amount to be paid will be calculated by the cost per student station for elementary, middle and high school as determined and published by the State of Florida.~~

~~B. The methodology used to calculate a developer's proportionate share mitigation shall be as follows:~~

$$\text{--- Proportionate Share} = \frac{(\text{Development students} - \text{Available Capacity}) \times \text{---}^2}{\text{Total Cost per student station}}$$

~~--- Where:~~

~~---¹Development students = those students from the development that are assigned to a CSA and have triggered a deficiency of the available capacity.~~

~~---²Total Cost = the cost per student station as determined and published by the State of Florida.~~

~~C. The applicant shall be allowed to enter a 90 day negotiation period with the School Board in an effort to mitigate the impact from the development through the creation of additional capacity. Upon identification and acceptance of a mitigation option deemed financially feasible by the School Board, the developer shall enter into a binding and enforceable development agreement with the School Board.~~

~~1. A mitigation contribution provided by a developer to offset the impact of a residential development must be directed by the School Board toward a school capacity project identified in the School Board's Five Year Capital Improvement Plan. Capacity enhancing projects identified within the first three years of the Five Year Capital Improvement Plan shall be considered as committed in accordance with Section 9.5 of the 2007 Interlocal Agreement for Public School Facility Planning and School Concurrency.~~

~~2. If capacity projects are planned in years four or five of the School Board's Five Year Capital Improvement Plan within the same CSA as the proposed residential development, the developer may pay his proportionate share to mitigate the proposed development in accordance with the formula provided in Section 12.7(B) of the 2007 Interlocal Agreement for Public School Facility Planning and School Concurrency.~~

~~3. If a capacity project does not exist in the Capital Improvement Plan, the School Board will add a capacity project to satisfy the impacts from a proposed residential development, if it is funded through the developer's proportionate share mitigation contributions. Mitigation options may include, but are not limited to:~~

~~a. Contribution of land or payment for land acquisition suitable for and in conjunction with, the provision of additional school capacity; or~~

~~b. Mitigation banking based on the construction of a educational facility in exchange for the right to sell capacity credits; or~~

- ~~c. Provide modular or permanent student stations acceptable for use as an educational facilities; or~~
 - ~~d. Provide additional student stations through the remodeling of existing buildings acceptable for use as an educational facility; or~~
 - ~~e. Construction or expansion of permanent student stations at the impacted school within the CSA; or~~
 - ~~f. Construction of an educational facility in advance of the time set forth in the School Board's Five Year Capital Improvement Plan.~~
- ~~D. For mitigation measures (a) thru (f) above, the estimated cost to construct the mitigating capacity will reflect the estimated future construction costs at the time of the anticipated construction. Improvements contributed by the developer shall receive school impact fee credit.~~
- ~~E. Developer shall receive an impact fee credit for the proportionate share mitigation. Credits will be given for that portion of the impact fees that would have been used to fund the improvements on which the proportionate fair share contribution was calculated. The portion of impact fees available for the credit will be based on the historic distribution of impact fee funds to the school type (elementary, middle, high) in the appropriate CSA. Impact fee credits shall be calculated at the same time as the applicant's proportionate share obligation is calculated. Any school impact fee credit based on proportionate fair share contributions for a proposed development cannot be transferred to any other parcel or parcels of real property within the CSA.~~
- ~~F. A proportionate share mitigation contribution shall not be subsequently amended or refunded after final site plan or plat approval to reflect a reduction in planned or constructed residential density.~~
- ~~G. Impact fees shall be credited against the proportionate share mitigation total.~~
- ~~H. Any proportionate share mitigation must be directed by the School Board toward a school capacity improvement identified in the School Board's Five Year Capital Improvement Plan.~~
- ~~I. Upon conclusion of the negotiation period, a second Determination Letter shall be issued. If mitigation is agreed to, the School Board shall issue a new Determination Letter approving the development subject to those mitigation measures agreed to by the local government, developer and the School Board. Prior to, site plan approval, final subdivision approval or the functional equivalent, the mitigation measures shall be memorialized in an enforceable and binding agreement with the local government, the School Board and the Developer that specifically details mitigation provisions to be paid for by the developer and the relevant terms and conditions. If mitigation is not agreed to, the Determination Letter shall detail why any mitigation proposals were rejected and why the development is not in compliance with school concurrency requirements. A SCALD indicating either that adequate capacity is available, or that there is not a negotiated proportionate share mitigation settlement following the 90 day negotiation period as described in Section 12.7(C) of the 2007 Interlocal Agreement for Public School Facility Planning and School Concurrency, constitutes final agency action by the School Board for purposes of Chapter 120, F.S.~~

~~Appeal Process. A person substantially affected by a School Board's adequate capacity determination made as a part of the School Concurrency Process may appeal such determination through the process provided in Chapter 120, F.S.~~

OBJECTIVE CIE 8-1.5: Require Development Orders and Permits Comply with Concurrency Management, LOS Standards, and Capital Improvement Schedule. Decisions regarding the issuance of development orders, building permits, certificates of occupancy, and other applicable permits shall be consistent with ~~goals, objectives, and policies~~ GOPs of the respective Comprehensive Plan elements, the City's adopted ~~Land Development Regulations~~ LDRs, and requirements for adequate public facilities meeting stated levels of service criteria.

The City shall ensure that land use decisions and fiscal decisions are coordinated with the adopted schedule of capital improvements to maintain adopted LOS standards and meet existing and future needs. An applicant for development shall be required to ensure that public facilities shall be available concurrent with the impacts of development. An applicant/developer shall be issued a development order only if the following policies are met, as determined by the City:

Policy CIE 8-1.5.1: Enforce LOS Standards. All facilities shall be assigned the appropriate adopted LOS standards for each public facility. New development orders and permits shall be issued only if they maintain the adopted LOS standards. The City shall use the following LOS standards in reviewing the impacts of new development and redevelopment upon public facilities:

**Table CIE-1
Level of Service (LOS) Standards**

Facility/Service		LOS Standard
Solid Waste	Osceola Landfill	4.2 lbs/capita/day
	Central Transfer Station	4.3 lbs/capita/day
Wastewater System		132 <u>115</u> gal/capita/day
Potable Water System		144 gal/capita/day
Fire flow	Residential	600 gpm/20 psi
	Non-residential	1200 gpm/20 psi
Drainage System By Facility Type	Retention/Detention for parcels with positive outfall ⁽²⁾	25-Year, 24-Hour
	Retention for parcels without positive outfall	25-Year, 96-Hour
	Closed drainage for urban streets with piped drainage	10-Year, 24-Hour
	Open drainage for rural streets with swales	10-Year, 24-Hour
	Canals, ditches, culverts, and other off-the-premise facilities	25-Year, 24-Hour
	Bridges and major highway crossings	100-Year, 24-Hour
Pollution Abatement		Schedule O, Land Development Regulations <u>LDRs</u>

Facility/Service		LOS Standard
Water Quality		Provide on-site retention or detention with filtration for the first one-half inch of runoff or the runoff from the first one inch of rainfall, whichever is greater. Parcels greater than 100 acres shall retain runoff from the first one inch of rainfall.
		All storm water treatment and disposal facilities shall be required to meet the design and performance standards established in Chapter 62, F.A.C.
		Treatment of the first inch of run-off on-site to meet water quality standards required by Chapter 62, F.A.C.
		Designed so as not to degrade the receiving water body below the minimum conditions necessary to assure the suitability of water for the designated use of its classification as established in Chapter 62, F.A.C. Where a conflict exists between two or more LOS standards, the more restrictive shall be enforced.
Roadways		
All City Collectors		LOS D
All County collectors and minor arterials that are not within a County designated urban center		LOS D E
All County collectors and minor arterials that are within an area designated as I-4 High intensity, Westside Industry and Commerce, and Airport Industry and Commerce		LOS E
All State principal arterials other than freeways that are not classified as backlogged or constrained		LOS D
Limited Access Roadways	I-4	LOS D
	SR 417	LOS D
State minor arterials within the urbanized area		LOS D E
State minor arterials outside the urbanized area		LOS D
Recreation Areas		4 acres <u>recreation land</u> per 1,000 population 0.05 miles of <u>multi-use trail</u> per 1,000 population
Public School Facilities		<u>100% of Permanent FISH Capacity</u>
School Type	2008 - 2012	Beginning 2013
Elementary & Middle GSA	100% of Permanent FISH Capacity	400% of Permanent FISH Capacity
High School GSA	110% of Permanent FISH Capacity	400% of Permanent FISH Capacity

(1) The design frequency may be increased if deemed necessary by the Public Works Department.

(2) ~~Mill Creek/Cloud Branch basins shall have a 25-year, 6-hour retention/detention for parcels with positive outfall since these basins are currently incorporate significantly older drainage systems. For purposes of designing practical improvements to such older systems, the City shall adopt a 25-year, 6-hour storm event for the period 1991-1995.~~

The City's long term objective for redesigning these older drainage systems shall be the 25-year, 24-hour storm event for the period 1996-2005.

- (23) The City may grant exceptions to the transportation concurrency requirements for future development projects within the City's two TCEAs, US 17-92 and Downtown Sanford. The section of US 17-92 from Lake Mary Boulevard to Airport Boulevard has a defined capacity as provided in the table above.

Policy CIE 8-1.5.2: Enforce Potable Water, Sewer, Solid Waste, Drainage Concurrency Requirements. For potable water, sanitary sewer, solid waste, drainage, the City shall ensure the following criteria have been met in order for a proposed development to be found in compliance with concurrency management requirements:

- a. Facilities and services must be in place or under construction at the time a development order or permit is issued. If the facilities will be under construction at the time a development order or permit is issued, the final development order is issued subject to the condition that such facilities must be in place and operational before or at the time of the issuance of a ~~certificate of occupancy (C.O.)~~ or its functional equivalent. No ~~certificate of occupancy (C.O.)~~ will be issued unless the necessary potable water, sewer, solid waste and drainage facilities and services are in place and available to serve the new development and its occupants.
- b. At the time the final development order is issued, the necessary facilities and services are guaranteed in a binding executed development agreement, pursuant to Section 163.3220, F.S. or an agreement or development order issued pursuant to Chapter 380, F.S., to be in place and available to serve new development at the time of the issuance of a ~~certificate of occupancy (C.O.)~~.

Policy CIE 8-1.5.3: Regulate Parks and Recreation Facilities Criteria. For parks and recreation facilities, at a minimum, the City shall find ensure following criteria have been met in order for a proposed development to be found in compliance with concurrency management requirements:

- a. At the time the final development order is issued, the necessary facilities and services are in place; or
- b. At the time the development permit is issued, the necessary facilities and services are the subject of a binding executed contract which provides for the commencement of the actual construction of the required facilities or the provision of services within one year of the issuance of the development permit; or
- c. The necessary facilities and services are guaranteed in an enforceable development agreement which requires the commencement of the actual construction of the facilities or the provision of services within one of the issuance of the applicable development permit. An enforceable development agreement may include, but is not limited to, development agreements pursuant to Section 163.3220, F.S., or an agreement or development order issued pursuant to Chapter 380, F.S.

Policy CIE 8-1.5.4: Regulate Transportation Criteria. For roadways, the City shall ensure the following criteria have been met in order for a proposed development to be found in compliance with concurrency management requirements:

- a. At the time the final development order is issued, the necessary facilities and services are in place or under actual construction; or

- b. A final development order is issued subject to the conditions that the necessary facilities and services needed to serve the new development are scheduled to be in place or under actual construction not more than three years after issuance of a ~~certificate of occupancy (CO)~~ as provided in the City's adopted Five-Year Capital Improvement Program. The CIP may recognize and include transportation projects included in the first three years of the adopted Florida Department of Transportation (FDOT) Five-Year work program. The Capital Improvement Program must include the estimated fiscal year of commencement of actual construction and the estimated fiscal year the project will be completed. A plan amendment is required to eliminate, defer, or delay construction of any road or mass transit facility or service which is needed to maintain the adopted LOS standard and which is listed in the Five-Year Capital Improvement Program; or
- c. At the time the final development order is issued, the necessary facilities and services are the subject of a binding executed agreement which requires the necessary facilities and services to serve the new development to be in place or under actual construction not more than three years after issuance of a ~~certificate of occupancy (CO)~~; or
- d. At the time the final development order is issued, the necessary facilities and services are guaranteed in an enforceable development agreement, pursuant to section 163.3220, F.S., or an agreement or development order issued pursuant to Chapter 380, F.S., to be in place or under actual construction not more than three years after issuance of a ~~certificate of occupancy (CO)~~.

Policy CIE 8-1.5.5: Provide Adequate Public School Facilities. For public school facilities, in compliance with the currently adopted Interlocal Agreement for Public School Facility Planning and School Concurrency for Coordinated Planning and School Concurrency ~~availability standards of Section 163.3180(13)(e), F.S.~~, at a minimum, the City shall find that the following criteria have been met in order for a proposed development to be found in compliance with concurrency management requirements:

- Adequate school facilities are planned and will be in place or under construction within three years of the development approval.
- The developer executes a legally binding commitment to provide mitigation proportionate to the demand for public school facilities consistent with the methodology in the ~~2007~~ currently adopted Interlocal Agreement for Public School Facility Planning and School Concurrency for Coordinated Planning and School Concurrency.

Policy CIE 8-1.5.6: Coordinate Concurrency with the Capital Improvements Program. In areas in which the City of Sanford commits to provide the necessary public facilities and services in accordance with its Five-Year Capital Improvement Program the concurrency requirement for roads may be met by the adoption and implementation of a ~~concurrency management system~~ CMS based upon an adequate capital improvements program and schedule and adequate implementing regulations which, at a minimum, include the following provisions:

- a. A ~~Capital Improvement Element~~ CIE and a Five-Year Capital Improvement Program which, in addition to meeting all of the other statutory and rule requirements, must be financially feasible. The ~~Capital Improvement Element~~ CIE and schedule of capital improvements may recognize and include transportation projects included in the first three years of the applicable adopted Florida Department of Transportation FDOT Five Year Work Program.

- b. Committed improvements which are relied upon to meet concurrency and which are funded by the City, Seminole County, or the ~~Florida Department of Transportation~~ FDOT must be scheduled within the first three years of the capital improvements program for the respective government agency. A committed improvement scheduled in the first three years of the City's capital improvements program shall not be delayed, eliminated or removed from said program except through the act of a Comprehensive Plan amendment.
- c. A Five-Year Capital Improvement Program which must include both necessary facilities to maintain the adopted ~~level of service~~ LOS standards to serve the new development proposed to be permitted and the necessary facilities required to eliminate those portions of existing deficiencies which are a priority to be eliminated during the five-year period under the local government plan's schedule of capital improvements pursuant to Chapter 163.3177(3) F.S. Rule 9J-5.016(4)(a)1, F.A.C.
- d. A realistic, financially feasible funding system based on currently available revenue sources which must be adequate to fund the public facilities required to serve the development authorized by the development order and development permit and which public facilities are included in the Five-Year Capital Improvement Program.
- e. A Five-Year Capital Improvement Program which must include the estimated date of commencement of actual construction and the estimated date of project completion.
- f. A Five-Year Capital Improvement Program which must demonstrate that the actual construction of the road and the provision of services are scheduled to commence within the third year of the five-year timeframe.
- g. A provision that a plan amendment would be required to eliminate, defer or delay construction of any road which is needed to maintain the adopted ~~level of service~~ LOS standard and which is listed in the Five-Year Capital Improvement Program.
- h. A requirement that the local government must adopt local development regulations which, in conjunction with the capital improvements element, ensure that development orders and permits are issued in a manner that will assure that the necessary public facilities and services will be available to accommodate the impact of that development.
- i. A provision that a monitoring system shall be adopted which enables the local government to determine whether it is adhering to the adopted ~~level of service~~ LOS standards and its schedule of capital improvements and that the local government has a demonstrated capability of monitoring the availability of public facilities and services.
- j. A clear designation within the adopted Comprehensive Plan of those areas within which facilities and services will be provided by the local government with public funds in accordance with the Five-Year Capital Improvement Program.

In determining the availability of services or facilities, a developer may propose and the City of Sanford may approve developments in stages or phases so that facilities and services needed for each phase will be available in accordance with the standards required by Chapter 163.3180 F.S. ~~Rules 9J-5.0055(2)(a), (2)(b) and (2)(c), F.A.C.~~

If any change in the Comprehensive Plan Future Land Use Map (FLUM) is proposed, no such amendment shall be approved until the impacts of proposed new land use activities on existing

infrastructure as well as infrastructure included in the City's adopted capital improvement program have been identified and evaluated. The plan amendment shall be approved only if the projected impacts have been resolved through amendments to the capital improvements program or through an enforceable development agreement which ensures that any public facility needs generated by the proposed change in land use shall be met concurrent with the impacts of development and that adopted LOS standards shall be met.

Policy CIE 8-1.5.7: Ensure Availability of Adequate Facilities. The City shall issue no development order for new development which would result in a facility deficiency prior to completion of improvements needed to address the deficiency and maintain the adopted LOS standard. The City shall include an adequate facilities requirement as part of the updated ~~Land Development Regulations~~ LDRs.

The provisions governing adequate facilities shall mandate that future applications for development shall include a written evaluation of the impact of the anticipated development on the LOS for the water and wastewater systems, solid waste system, drainage, recreation, public school facilities and the traffic circulation system. Prior to issuing a building permit the City shall render a finding that the applicant has provided written assurance that the proposed development shall be served with each of the above cited facilities with a LOS at least equal to the City's adopted LOS standards. The application for development shall include written assurances that any required improvements shall be in place concurrent with the impacts of the development.

Policy CIE 8-1.5.8: Evaluate Criteria for Plan Amendments. Proposed Plan amendments and requests for new development or redevelopment shall be evaluated according to the following guidelines:

- a. Does the proposed action contribute to any condition of public hazard;
- b. Does the proposed action increase any existing condition of public facility capacity deficits, as described in the Traffic Circulation, Public Facilities, and/or Recreation and Open Space Elements;
- c. Does the proposed action generate public facility demands that may be accommodated by capacity increases planned in the Five-Year Capital Improvement Program;
- d. Does the proposed action conform with the future land uses designated on the Future Land Use Map within the Future Land Use Element;
- e. Does the proposed action comply with and accommodate public facility demands based on the adopted LOS standards contained herein;
- f. If the proposed action requires that any public facilities be provided by the City, the applicant shall demonstrate that funds shall be available; acceptable to the City; and no project requiring a City expenditure for a capital improvement shall be approved by the City unless the City Commission approves the funding for the subject property prior to the project approval;
- g. Does the proposed action impact facility plans of any State agencies or facility plans of the SJRWMD.

Implementation

OBJECTIVE CIE 8-1.6: Implement Capital Improvements. This section stipulates a Five-Year Capital Improvement Program together with criteria for monitoring and evaluating the capital improvements element.

Policy CIE 8-1.6.1: Establish Short Range Schedule of Improvements. The Five-Year Capital Improvement Program, contained herein in Volume II, establishes the estimated projected cost, and potential revenue sources for each of the capital improvement needs identified within the respective Comprehensive Plan elements. These programs are scheduled in order to ensure that the ~~goals, objectives, and policies~~ GOPs established in the capital improvements element shall be met.

Policy CIE 8-1.6.2: Adopt Local School District Capital Improvements. The City hereby adopts the ~~2009/2010~~ 2017/2018 Five-year Capital Improvement Plan (CIP) of the Seminole County Public Schools Annual School Budget. ~~prepared by John G. Pavelchak, Executive Director of Finance and Budgeting as formally adopted by the Seminole County School Board on September 8, 2009.~~

CHAPTER 2. INTERGOVERNMENTAL COORDINATION

INTRODUCTION

Statutory Basis

To implement many of the goals, objectives, and policies within the City's Comprehensive Plan, the City needs to coordinate community decisions and activities with local jurisdictions and governmental agencies. As specified in Section 163.3177(6)(h), Florida Statutes, "An intergovernmental coordination element showing relationships and stating principles and guidelines to be used in coordinating the adopted Comprehensive Plan with the plans of school boards, Regional water supply authorities, and other units of local government providing services but not having regulatory authority over the use of land, with the Comprehensive Plans of adjacent municipalities, the county, adjacent counties, or the region...", provides guidance for preparing the City's Intergovernmental Coordination Element (ICE). In addition, this Element needs to identify procedures for addressing joint planning areas (JPAs), annexations, and joint infrastructure service areas. Also, an interlocal agreement (ILA) needs to be in place with the local school board related to potential impacts of proposed development, levels of service, and the capacity of school facilities.

Sustainable Vision

The City of Sanford recognizes that the decisions made by the City affect not only its residents, businesses, and visitors but also adjacent communities. Likewise, outside entities (especially those responsible for services within the City) can make decisions that can affect the City's operations and quality of life. The ICE provides the framework for establishing and maintaining the City's working relationships with its Federal, State, Regional, and local partners, supporting the need to communicate regularly about potential changes and investments.

Supporting Documents

The Supporting Data and Analysis is a companion to the ICE Goals, Objectives, and Policies (GOPs). This document provides details about how the City coordinates with its neighbors and partners, including a complete list of those groups along with copies of relevant ILAs referenced in the GOPs.

GOALS, OBJECTIVES & POLICIES

GOAL ICE 1

TO IMPLEMENT THE GOALS, OBJECTIVES, AND POLICIES OF THE CITY'S COMPREHENSIVE PLAN THROUGH COLLABORATIVE PLANNING, DECISION MAKING, AND DEVELOPMENT REVIEW BY AFFECTED LOCAL JURISDICTIONS AND GOVERNMENTAL AGENCIES.

OBJECTIVE ICE 1.1 *To recognize the need to keep adjacent local jurisdictions and governmental agencies involved in key community decisions, ensuring consistency within the area.*

Policy ICE 1.1.1 **Partner with Local, Regional, State and Federal Agencies.** The City of Sanford shall continue to work closely with its adjacent jurisdictions, Regional agencies, State agencies, Federal agencies, and other entities.

Policy ICE 1.1.2 **Coordinate with other Agencies in Comprehensive Planning.** The Planning and Development Services Director and the City's Local Planning Agency (LPA), or authorized designees, shall be responsible for coordinating with the area's partners for matters related to the City's Comprehensive Plan.

Policy ICE 1.1.3 **Conflict Resolution.** Conflicts and disputes with other local governments that cannot be reached by the parties within a reasonable period of time shall be resolved through the dispute resolution process provided by the East Central Florida Regional Planning Council.

Policy ICE 1.1.4 **Annexation.** Should an annexation into the City of Sanford be proposed, it would occur only upon: concurrence with Seminole County; consistency with the City's Comprehensive Plan; demonstration that public services could be provided at no additional costs to the City of Sanford; established levels of service (LOS) can be maintained; and compliance with existing State annexation statutes.

OBJECTIVE ICE 1.2 *To ensure that mechanisms are in place for effective coordination between the City of Sanford and adjacent local jurisdictions along with Regional, State, and Federal agencies to ensure consultation among these partners as key community decisions are made.*

Policy ICE 1.2.1 **Implement and Maintain Coordination Strategies.** The City shall continue to coordinate with the area's partners. As the need arises, new or revised coordination mechanisms will be established in order to ensure that all affected parties are informed about, and have the opportunity to participate in, community decisions that have implications beyond the jurisdiction of a community or agency.

Future Land Use

Policy ICE 1.2.2 **Consult with Local Partners on Comprehensive Plan Amendments.** As amendments to the City's Comprehensive Plan are considered, affected local jurisdictions and agencies shall be consulted prior to the transmittal of amendments to the State planning agency.

Likewise, adjacent jurisdictions will share their proposed Comprehensive Plan amendments so that the City of Sanford can review for consistency and potential impacts.

Policy ICE 1.2.3 Consult with Affected Agencies on Proposed Development. As part of the approval review process for any development or redevelopment project, outside jurisdictions and governmental agencies shall be consulted to ensure consistencies with related plans and that services can be provided. This coordination will occur before the proposed project goes before the LPA and City Commission for review and approval, if and when required to be reviewed by them.

Policy ICE 1.2.4 Execute Joint Planning Agreement with Seminole County. The City shall continue to coordinate with Seminole County in all land use matters related to the most recently executed Joint Planning Agreement (JPA) between the two jurisdictions.

Housing

Policy ICE 1.2.5 Partner with Other Agencies on Housing Strategies. As the City addresses housing needs, it will continue to coordinate with agencies, including the Sanford Housing Authority and the U.S. Housing and Urban Development Department. The City also shall identify partnership opportunities with public agencies and private entities as an additional means for encouraging a range of housing options within Sanford.

Mobility

Policy ICE 1.2.6 Partner with FDOT on State Facilities in the City. Since the Florida Department of Transportation (FDOT) owns and operates several State facilities (including toll roads) within the City of Sanford, the City shall continue to work closely with FDOT to ensure that future decisions about and the investments in these facilities will meet local service needs while being compatible with the City's setting.

Policy ICE 1.2.7 Participate in Decisions Related to SunRail. The City will coordinate with FDOT, Seminole County and the Central Florida Commuter Rail Authority to ensure that future decisions about and investments in SunRail meet local service needs while being compatible with the City's setting.

Policy ICE 1.2.8 Partner with Seminole County on County Facilities in the City. Since Seminole County owns and operates several County roads within the City of Sanford, the City shall continue to work closely with the County to ensure that future decisions about and the investments in these facilities will meet local service needs while being compatible with the City's setting.

Policy ICE 1.2.9 Participate in MetroPlan. As the area's metropolitan planning organization, MetroPlan Orlando serves as the clearinghouse for local project priorities and potential funding opportunities. The City shall continue to participate on MetroPlan's Board and committees as a formal means for incorporating the City's priorities into MetroPlan's plans and funding priorities.

Policy ICE 1.2.10 Coordinate Transit Needs with LYNX. The City shall continue to consult with the Central Florida Regional Transportation Authority/LYNX (the area's Regional transit service provider) about service needs and potential funding sources.

Policy ICE 1.2.11 Partner with Amtrak. The City of Sanford shall continue to coordinate with Amtrak to ensure connections between the existing train station and other destinations within the City.

Policy ICE 1.2.12 Monitor the Airport Master Plan. The City shall continue to coordinate with the Sanford Airport Authority (Orlando Sanford International Airport) and the Federal Aviation Authority to ensure that implementation of the Airport Master Plan is consistent with the City's Comprehensive Plan.

Policy ICE 1.2.13 Update Mobility Strategy with New Technology and New Approaches to Transportation. The City shall identify new technologies and private services that provide mobility options within the City of Sanford and connections to its neighboring jurisdictions and will continue its participation on the Municipal Mobility Working Group.

Infrastructure

Policy ICE 1.2.14 Coordinate with Local and Regional Partners on Water Supply and Water Quality. The City shall work with Seminole County and the City of Lake Mary to ensure that the City's future potable water needs are met, including levels of service (LOS) and concurrency. The City shall coordinate with the St. Johns River Water Management District (SJRWMD) to ensure that existing and future potable water needs are consistent with the Regional water supply plan. This coordination also will include water quality.

Policy ICE 1.2.15 Implement Tri-Party Agreement. The City shall continue to work with the City of Lake Mary and Seminole County in order to optimize the existing reclaimed/augmentation water system in the Tri-Party Service Area.

Policy ICE 1.2.16 Coordinate with Volusia County on Reclaimed Service. The City shall continue to coordinate with Volusia County on the provision of reclaimed water service within the County.

Policy ICE 1.2.17 Maintain Coordinated Strategy for Sanitary Sewer. The City shall coordinate, as needed, with Seminole County and appropriate State and Federal agencies to ensure that the City's future sanitary sewer needs are met, including LOS and concurrency.

Policy ICE 1.2.18 Meet Requirements of FDEP. For stormwater management, the City shall coordinate with the U.S. Environmental Protection Agency as it meets its obligations under the National Pollution Discharge Elimination System permit.

Policy ICE 1.2.19 Coordinate with Seminole County for Provision of Solid Waste Services. The City shall work closely with its solid waste provider and Seminole County to ensure that County facilities can handle the City's future solid waste needs, including LOS and concurrency.

Policy ICE 1.2.20 Implement Regional Emergency Evacuation Plan. The City shall continue to work closely with Seminole County, adjacent jurisdictions, and the East Central Florida Regional Planning Council to implement the Region's emergency evacuation plan.

Parks and Recreation

Policy ICE 1.2.21 **Coordinate with Seminole County to Meet Recreation Needs.** With several Seminole County's parks located within the City of Sanford, the City shall continue to work with Seminole County so that the area's recreational needs are met.

Policy ICE 1.2.22 **Partner with Seminole County School Board on Joint Use Facilities.** The City shall continue to coordinate with the Seminole County School Board as the terms of joint use facilities ILAs are implemented. The City shall also look for future opportunities to serve local recreational needs jointly with Seminole County Public Schools.

Schools

Policy ICE 1.2.23 **Implement Interlocal Agreement for Public Schools.** The City will continue to meet its obligations with the Seminole County School Board as specified in the existing ILA. Revisions to this Agreement may be needed as State statutes are changed.

Policy ICE 1.2.24 **Expand Educational Opportunities for Residents.** The City shall explore opportunities for collaboration with Seminole County Public Schools, Seminole State College and other local post-secondary or technical institutions to offer a diverse range of programs that include emphasis in the arts and technical training programs in order to maximize educational and future employment opportunities for Sanford residents.

Public Safety

Policy ICE 1.2.25: Ensure School Safety. The City shall partner with Seminole County and Seminole County Public Schools to ensure school safety, including the provision of safe access to schools, and participation in the annually held School Safety and Security Forum hosted by the Seminole County Sheriff's Office.

Policy ICE 1.2.26: Implement Disaster Preparedness Plan. The City shall continue its coordination with Seminole County Emergency Management to ensure a comprehensive disaster preparedness plan is in place to serve the City prior to, during and after a natural or other disaster.

Natural Resources

Policy ICE 1.2.27 **Protect Healthy Water Resources.** To ensure that decisions are made to support healthy waterfronts and water quality, the City shall continue to coordinate activities with Seminole County, the SJRWMD, the Florida Department of Environmental Protection (FDEP), Florida Fish and Wildlife Conservation Commission (FFWCC), the U.S. Army Corps of Engineers, and other appropriate entities.

Policy ICE 1.2.28 **7-1.4.2: Participate in Management of Lake Monroe.** The City shall continue to participate in plans and programs fostered by the State or EPA to improve the quality of Lake Monroe and to abate land and water management activities which adversely impact Lake Monroe.

Capital Improvements

Policy ICE 1.2.29 Partner with Local, Regional and State Agencies on Capital Improvement Priorities. During the City's annual budgeting process, the City shall consult with the appropriate local jurisdictions and governmental agencies to ensure consistency of investments and priorities.

Policy ICE 1.2.30 Direct Spending of Impact Fees in the City. The City of Sanford will coordinate with Seminole County to ensure that collected impact fees within the City are spent on county facilities within the City.

Existing Goal, Objectives and Policies for the Intergovernmental Coordination Element To be Removed

~~**GOAL 7-1: PROVIDE MECHANISMS FOR IMPROVED INTERGOVERNMENTAL COORDINATION.** THE CITY OF SANFORD SHALL UNDERTAKE ACTIONS NECESSARY TO ESTABLISH GOVERNMENTAL RELATIONSHIPS DESIGNED TO IMPROVE THE COORDINATION OF PUBLIC AND PRIVATE ENTITIES INVOLVED IN PUBLIC FACILITIES, GROWTH MANAGEMENT, AND RESOURCE CONSERVATION.~~

~~**Objective 7-1.1: Coordinate Comprehensive Plans of Adjacent Local Governments.** As the Comprehensive Plan is being prepared, amended, or implemented, the City shall systematically coordinate the development and implementation of the City's Comprehensive Plan with the plans of the City of Lake Mary, Seminole County, Volusia County, Seminole County School Board, and other government agencies through respective technical advisory committees of each adjacent government. At a minimum, the process of coordination shall occur every six months or as the plan is considered for amendment. The intent is that coordination occurs on a continual basis.~~

~~**Policy 7-1.1.1: Establish Responsible Entity for Intergovernmental Coordination.** The City Commission shall be responsible for ensuring an effective intergovernmental coordination program for the City. The City Manager or other persons designated by the City Commission shall represent the City on the respective technical advisory committees established by adjacent local governments.~~

~~**Policy 7-1.1.2: Coordinate with Adjacent Jurisdictions.** The City shall file a written request with Seminole County, the City of Lake Mary and Volusia County to receive copies of Comprehensive Plans as well as proposed amendments for the City's review for purposes of intergovernmental coordination and to promote consistency with the City's adopted Plan.~~

~~**Policy 7-1.1.3: Coordinate Development and Growth Management Issues.** The City shall resolve development and growth management issues having impacts transcending the City's political jurisdiction by participating in the Seminole County Technical Advisory Committee. Issues involving Lake Monroe water quality shall be coordinated with Volusia County and other agencies having appropriate jurisdiction. Issues of Regional and State significance shall be coordinated with the Regional or State agencies having jurisdictional authority. Following is a list of growth management issues and respective coordination activities included in this Comprehensive Plan:~~

- ~~• Development impacts on the City of Lake Mary, Seminole County, the region or the State proposed in the Comprehensive Plan.~~
- ~~• City of Lake Mary and Seminole County land development activities adjacent to the City's corporate limits.~~

~~Water Supply Facilities Work Plan implementation.~~

- ~~• City of Sanford land development activities adjacent to the unincorporated area of Seminole County.~~
- ~~• Annexation and City-County coordination of land use policy and zoning in the unincorporated urbanized area.~~
- ~~• Coordination of housing assistance and rehabilitation programs with the Seminole County and use of County Community Development Block Grant (CDBG) funding by the City of Sanford Community Development Office.~~
- ~~• Participation in the Seminole County road impact fee program.~~

- ~~Solid waste and hazardous waste disposal, especially improvements required in order to comply with the 1988 Solid Waste Recovery Act (See policies below).~~
 - ~~Solid waste collection and transfer operations;~~
 - ~~Recycling efforts management strategies;~~
 - ~~Improved information dissemination regarding hazardous waste generators;~~
 - ~~Feasibility of hazardous waste storage/transfer facilities;~~
 - ~~Management of the collection and disposal of hazardous waste.~~
- ~~Seminole County transportation improvements impacting the City.~~
- ~~Level of service standards for infrastructure system impacting the City and adjacent unincorporated areas.~~
- ~~Urban services and service areas for infrastructure systems impacting the City and adjacent unincorporated areas.~~
- ~~Natural resource conservation, including wetlands and drainageways.~~
- ~~Coordination and implementation of the FDOT Five-year Transportation Plan and County road improvement strategies managed through the Orlando Urban Area Metropolitan Planning Organization.~~
- ~~Coordination with the Seminole County Health Department in monitoring the quality of individual potable water and wastewater systems.~~
- ~~Coordination of recreation and open space planning efforts.~~
- ~~Joint management of Land Development Regulations impacting:~~
 - ~~High intensity planned development (HIP) standards;~~
 - ~~Uniform building setbacks from major roads;~~
 - ~~Land development code updates;~~
 - ~~Review and development proposals for transportation impacts;~~
 - ~~Roadway beautification and related development standards.~~
- ~~Coordination of sub-basin surface water management plans. Agree upon conflict resolution management strategies.~~

~~Resolution of the above-cited issues shall be advanced during the technical coordination meetings by using the following techniques:~~

- a) ~~Achieve Recognition of the Issues or Problem. As issues are identified by the City, Seminole County, other adjacent incorporated municipalities, or agencies of the State or Federal government having jurisdiction, the City of Sanford shall exchange information with interested public entities and solicit agreement on specific parameters of the issue or problem, including causal factors which must be managed to achieve resolution of the problem.~~
- b) ~~Identify Alternative Strategies for Managing "Causal Factors." The City shall review specific Comprehensive Plan objectives and policies above referenced which guide management of the respective issues. The City shall evaluate relevant implementing strategies currently being employed which impact the issue. The evaluation shall include defining specific alternative strategies, programs, and tactics for problem resolution. Costs and other necessary resource considerations shall be identified.~~
- c) ~~Select Strategy for Problem Resolution. The City shall assess alternative strategies for problem resolution with the appropriate entities as referenced in subparagraph "a" above. The City and other participants in the technical coordinating committee shall identify their specific duties and responsibilities in order to implement the agreed upon strategy. The participants shall place proposed actions requiring local legislative approval before the~~

~~respective governing bodies. Plan amendment may be required where proposed actions requires a higher level of specificity in the plan or requires a change in policy direction or fiscal allocation.~~

- ~~d) Continue Monitoring and Evaluation. The City shall monitor progress in implementing actions agreed upon by the technical coordinating committee. Where such actions do not bring about intended problem resolution the City shall reconvene the technical coordinating committee to reassess specific planning and management issues in dispute. Where intergovernmental coordination activities of the Seminole County technical coordinating meeting are ineffective, the City shall seek assistance using the East Central Florida Regional Planning Council resources pursuant to Policy 7-1.2.4.~~

~~Objective 7-1.2: Adopt Coordination Mechanisms to Resolve Comprehensive Plan Issues Impacting the City and Adjacent Governments and Develop Measures for Conflict Resolution.~~

~~As set forth the Joint Planning Resolution between the City of Sanford and Seminole County, conflict resolution shall be conducted on a staff level prior to consideration by elected officials. In addition, various technical and citizen committees shall provide forums to resolve conflicts. The Council of Local Governments which includes elected officials of Seminole County, its municipalities and the Seminole County School Board shall also provide a forum to establish interlocal agreements and resolve inter-jurisdictional disputes. These committees shall be used as informal forums for resolving conflicts among Seminole County, municipalities within the County, the School Board, and other special purpose districts or entities which provide services but do not have regulatory authority over the use of land within the incorporated and unincorporated areas of the County. In addition, the City of Sanford shall participate on the respective technical advisory committees of adjacent local governments for purposes of resolving issues arising from development proposed in the City's Comprehensive Plan which impact adjacent jurisdictions.~~

~~Coordination at the local level occurs within the City of Sanford with the Sanford Airport Authority, the Sanford Housing Authority, the City of Lake Mary, the Seminole County Board of Instruction (School Board), Volusia County, and Seminole County.~~

- ~~1. Sanford Airport Authority. The airport is managed by the Sanford Airport Authority, a five member body created by Legislative action in 1971 and appointed to four-year terms of office by the Sanford City Commission. The Airport Authority oversees developments of the aviation and industrial facilities at the City-owned facility.~~
- ~~2. Sanford Housing Authority. The Sanford City Commission appoints five non-paid housing commission members to govern the responsibilities of the Sanford Housing Authority. The City Commission coordinates with the Housing Authority over program and management issues.~~
- ~~3. City of Lake Mary. Located southwest of the City of Sanford, the two municipalities exchange pertinent information on applications for approval of a variety of development-related issues, such as plan amendments, rezonings, subdivisions, annexations, and other related land development issues of mutual concern.~~
- ~~4. Tri-Party Agreement. The Cities of Sanford and Lake Mary and Seminole County has reached an agreement (Tri-Party Agreement) to reduce groundwater withdrawals from Floridan Aquifer by expanding reclaimed water use in lieu of potable water for irrigation.~~

5. ~~Council of Local Governments. The Council of Local Governments serves as a mechanism for policy level coordination between the City of Sanford and surrounding municipalities.~~
6. ~~Seminole County School Board. The Sanford City Commission and Seminole County School Board conduct joint meetings on an annual basis to discuss items of mutual interest including the use of School Board or City property and facilities for maximum mutual benefit.~~
7. ~~Seminole County Commission. The Seminole County Commission collaborates with Sanford on many issues of mutual concern including the following:~~
 - ~~Annexation~~
 - ~~Concurrency Management~~
 - ~~Housing~~
 - ~~Land Use~~
 - ~~Transportation~~
 - ~~Urban Planning~~
 - ~~Utility Service Areas~~
 - ~~Mutual Fire Assistance~~
 - ~~Health Assistance~~
 - ~~Recreation and Open Space Coordination~~
 - ~~Potable water and wastewater services~~
8. ~~Volusia County. The City of Sanford borders Volusia County and the two entities share concerns of growth management. The City will probably emerge as an important wholesale, distribution, manufacturing and employment center. A consistent exchange of information will assist in monitoring the impacts of growth within the two areas and in signaling when more concerted joint planning efforts may become necessary.~~
9. ~~US Highway 17-92 Corridor Redevelopment Committee. Seminole County local governments together with their respective Chambers of Commerce initiated an effort to revitalize, redevelop, and beautify the US Highway 17-92 corridor. The Committee's main goal is to strengthen the economic vitality and introduce landscaping and urban design amenities along US Highway 17-92.~~

Regional Coordination

1. ~~St. Johns River Water Management District (SJRWMD). SJRWMD regulates development as it relates to environmental issues within its jurisdiction. They have regulating authority over the following areas:~~
 - ~~Stormwater Discharge & Drainage, 40C-42~~
 - ~~Wetlands Resource Management~~
 - ~~Consumptive Use of Water Permit, 40C-2~~
 - ~~Wetlands Mapping~~
 - ~~Wet Weather Effluent Discharge into the St. Johns River~~
 - ~~Agricultural Surface Water Management Systems~~
 - ~~Works of the District~~
 - ~~Well Construction, Repair, and Abandonment, 40C-3~~
 - ~~Water Shortage Plan, 40C-21~~

- ~~Management and Storage of Surface Waters, 40C-4~~

- ~~2. Orlando Urban Area Metropolitan Organization (MPO). The Orlando MPO is comprised of elected officials from local and county governments located within the metropolitan area and is responsible for comprehensive transportation planning throughout the Orlando metropolitan area. The City of Sanford is represented on the MPO by one of its elected officials, as appointed by the City Commission. The Transportation Advisory Committee (TAC) has been established to provide the MPO with technical assistance in its decision-making process. The City Planner represents the City at TAC meetings.~~

State of Florida

- ~~1. Florida Department of Community Affairs (DCA). The DCA provides technical assistance to local governments in the areas of housing, community development resource planning and management, community services, land and water management, public safety, as well as in emergency management preparedness and post-disaster recovery. The DCA is also responsible for distributing Federal money for the improvement or maintenance of housing through the Small Cities and Community Development Block Grant Programs.~~
- ~~2. Florida Department of Environmental Protection (DEP). The purpose of DEP is to preserve quality of State lands, waters, and resources through the regulation of industrial waste, air pollution emission, hazardous wastes, potable water usage, solid waste disposal, dredge and fill activities and alterations to environmentally sensitive areas. The City Engineer serves as primary contact with DEP. The City of Sanford is located within DEP's East Central Management District. The DNP has jurisdiction over State owned submerged bottom lands and thus any construction that will impact the submerged bottom lands of Lake Monroe must be reviewed by DEP. The DEP houses Division of Recreation and Parks and is the most significant external agency that Sanford has coordinated with in regard to provision of open space and recreational amenities.~~
- ~~3. Florida Department of Health and Rehabilitative Services (HRS). The City coordinates with HRS on issues surrounding delivery of rehabilitative social and medical services for children, youth, family, and elderly, including services directed toward special needs. The City principally coordinates through the District VII Regional office of HRS and through the County Health and Human Services Department. In addition, HRS licenses various residential care facilities located in Sanford. The City Manager serves as primary contact with the HRS.~~
- ~~4. Florida Department of Transportation (FDOT). The FDOT directs planning functions and project coordination for Florida's transportation system. The FDOT has the authority to direct the design, construction, maintenance, and related activities of the Florida Highway Systems including setting design standards for curb cuts, and determining the functional classification of roads within Sanford. The City Engineer maintains principal liaison with FDOT.~~
- ~~5. Florida Department of State. The City of Sanford coordinates with the Florida Department of State primarily on issues related to State archives and records, historic sites and properties, libraries, and fine arts. The City works with the Division of Archives, History and Records Management in addressing Comprehensive Planning issues surrounding historical and archaeological sites of significance. The Department of State is also the City's principal source for obtaining rules and regulations promulgated by State agencies. The City Manager maintains principal liaison with FDOT.~~

6. ~~Florida Game and Fresh Water Fish Commission (FGFWFC). The City coordinates its Comprehensive Planning activities with the FGFWFC in order to achieve appropriate fish and wildlife management perspectives of issues potentially impacting Lake Monroe or other water bodies in the City, and related fish and wildlife habitat, particularly that of endangered and threatened species. The City Manager maintains principal liaison with the FGFWFC.~~
7. ~~Florida Department of Agriculture and Consumer Affairs (DACA). The City staff and residents receive technical assistance, consumer related services, and publications which address a broad range of special services provided by these private and public entities. The Division of Forestry manages the growth and preservation of woodlands within Seminole County, as well as authorizes controlled burning of grasslands, and flatwood understories. Primary contact is made with DACA through the City Manager.~~

Policy 7-1.2.1: Coordinate Intergovernmental Planning Issues with Seminole County. The City of Sanford has approved a draft of an interlocal agreement with Seminole County concerning joint management of mutual planning issues. The City is awaiting County approval. The City shall negotiate an agreement with Seminole County in order to adopt joint standards and procedures for ensuring that coordinated and cooperative Comprehensive Planning activities are accomplished. The agreement shall guide urban expansion and reduce the likelihood of disputes and provide constructive and beneficial dispute resolution guidelines, including, but not limited to, the following:

- a. ~~The joint planning agreement shall include a chart as illustrated on Table VII-2: "Land Use Equivalency Chart" of the Comprehensive Plan Intergovernmental Coordination data inventory and analysis. The table sets forth equivalent future land use plan map designations with related intensities and densities between respective City and County Comprehensive Plans. The chart provides the basis for reviewing land use proposed adjacent to the jurisdictional limits and may also be used in evaluating annexation proposals.~~
- b. ~~The proposed agreement shall include a list of land use designations and related policies for resolving land use compatibility issues. The City and County would agree to exchange draft planning documents so as to compare each other's plan to determine whether proposed land uses and policies in the Sanford Urban Area are consistent with land use policies governing land use within the urban service area to the land use designations and policy issues.~~
- c. ~~In addition, the agreement includes provisions for annexation. The parties agree that the County shall not oppose annexation of any parcel that is contiguous and relates to lands located either east of Interstate 4 or east of the Interstate 4 Industrial Park.~~
- d. ~~Upon annexation of County land by the City, the agreement proposes that such annexed lands shall be subject to the City's Land Development Regulations and the City shall apply a City zoning district equivalent to the closest comparable County zoning district, unless the City wishes to rezone such lands in a manner consistent with the Future Land Use Equivalency Chart or in conformance with recommendations and policies agreed upon by each party, as discussed above. Further, the City shall amend its Comprehensive Plan to include the annexed lands immediately following such annexation. Prior to the City amending the lands into its Comprehensive Plan, the City's LDR would in effect be implementing the County's Plan. The proposed planning agreement is predicated upon transportation and utilities agreements.~~
- e. ~~The agreement shall contain provisions for land development regulation coordination which includes uniform right-of-way and building setbacks on major roadways; agreement to~~

~~provide the other party with formal comments relating to land development regulation revisions, including planned development project rezonings, proposed subdivisions and site plans located adjacent to the other's jurisdiction. Each party shall provide the other party with a meaningful opportunity to evaluate and analyze off-site transportation impacts of proposed projects located adjacent to the other's jurisdiction.~~

~~f. The draft joint planning agreement shall define the management structure and terms of the interlocal agreement implementation.~~

~~**Policy 7-1.2.2: Establish Informal Mediation Process.** The City shall work with and support Regional efforts to establish an informal mediation process for resolving intergovernmental coordination problems among local governments and other units of local governments providing services but not having regulatory authority over the use of land.~~

~~**Policy 7-1.2.3: Use Mechanisms for Intergovernmental Coordination Review.** The City shall use the committees as informal conflict resolution forums to assist resolution of intergovernmental coordination problems.~~

~~**Policy 7-1.2.4: Coordinate with the East Central Florida Regional Planning Council.** Where the City is unable to resolve intergovernmental conflicts with local governments through formal and informal mechanisms identified above, the City Commission shall determine if it is appropriate for the respective issue to be mediated through the ECFRPC.~~

~~**Policy 7-1.2.5: Coordinate Impacts of Comprehensive Plans with Adjacent Local Governments.** The City shall coordinate with technical coordinating committees of adjacent local governments and shall use the formal and informal processes cited above to assist in resolving intergovernmental issues surrounding development proposed in the Comprehensive Plan. Such mechanisms shall be used as issues arise. At least once a year the City shall participate in technical Regional forums sponsored by the City of Sanford and adjacent local governments to evaluate ongoing development trends and potential Comprehensive Plan issues impacting adjacent local governments.~~

~~**Policy 7-1.2.6: Coordinate Airport Lane Use with Seminole County.** The City shall continue to coordinate with Seminole County regarding coordination of the Master Plan for the airport with the County Future Land Use Map. Specifically, clear zones should be added to the County's Future Land Use Map and coordinated as a part of the City's joint planning agreement with the County.~~

~~**Policy 7-1.2.7: Coordinate with Federal Aviation Administration.** The City shall continue to coordinate with the Federal Aviation Authority (FAA) regarding expansion plans of the Orlando Sanford Airport as well as proposed development outside the airport that requires FAA review and authorization.~~

~~**Objective 7-1.3: Coordinate Infrastructure Systems and LOS Standards.** The City shall ensure effective coordination in developing a concurrency management program that requires specific issues surrounding LOS standards for existing and proposed public facilities within the City and adjacent areas to be coordinated with all State, Regional, or local agencies or private entities having existing or proposed future responsibility for the operation and maintenance of such facilities. The City shall exchange information with such entities on issues impacting concurrency and level of service throughout the process of developing the concurrency management system and especially in the determination of effective LOS standards.~~

~~**Policy 7-1.3.1: Coordinate Regional/Sub-Regional Infrastructure Issues.** The City shall work with Seminole County, the Orlando Urban Area Metropolitan Planning Organization, the Seminole Expressway Authority, as well as any State, Regional, or local jurisdiction having operational and maintenance responsibility for public facilities in addressing issues surrounding Regional or sub-Regional infrastructure systems. Issues which shall be coordinated include, but shall not be limited to, transportation, wastewater and potable water systems improvements within the unincorporated urban area, and solid waste and hazardous waste disposal, and coordination in establishing level of service standards for all public facilities, traffic circulation system components, and recreation.~~

~~**Policy 7-1.3.2: Cooperate with the East Central Florida Regional Planning Council.** The City shall use the ECFRPC to resolve conflicts with other local governments. In addition, the City shall cooperate with the ECFRPC in the review of Regional policies and standards which require coordination with local governments. Foremost, among such issues shall be assessment of standards for adequate levels of service for Regional transportation facilities. However, the City of Sanford shall coordinate with the ECFRPC in all matters of Regional significance in which the ECFRPC desires City input, including but not limited to, development of Regional impact (DRI), Comprehensive Plan review, intergovernmental coordination review of projects of Regional significance (ICR projects).~~

~~**Policy 7-1.3.3: Coordinate the Capital Improvement Program.** During preparation of the annual capital improvements program, the City shall evaluate all applicable State, Regional, and local programs proposed for funding in order to promote consistency with the Comprehensive Plan.~~

~~**Policy 7-1.3.4: Cooperate with the Orlando Metropolitan Area Planning Organization.** Regarding Regional transportation programs the City shall cooperate with the MPO by participation of City staff in the MPO's Transportation Technical Committee. In addition, the City Commission shall cooperate with the MPO by appointing a representative to serve on the Orlando Urban Area Metropolitan Planning Organization.~~

~~**Policy 7-1.3.5: Cooperate with LYNX.** The City of Sanford shall continue to cooperate with LYNX regarding the provision of mass transit, including buses, light rail and/or commuter rail as well as any studies related to the creation of a Regional intermodal transportation facility in the Rand Yard area.~~

~~**Objective 7-1.4: Coordinate Multi-Jurisdictional Environmental Issues.** The City shall coordinate with the Seminole County Planners Coordinating Committee and/or other similar organization established by the County to ensure consistent and coordinated management of multi-jurisdictional environmental issues. The City shall coordinate on an "as needed" basis with FDEP and impacted local governments on matters surrounding preservation of water quality within or affecting Lake Monroe, and on other development issues impacting marine resources. The City shall coordinate with the Seminole County Planners Coordinating Committee and/or other similar organization established by the County to ensure consistent and coordinated management of multi-jurisdictional environmental issues.~~

~~**Policy 7-1.4.1: Establish a Liaison with Permitting Agencies.** Establish formal liaison with the SJRWMD, Seminole County, State, and Federal agencies which have permitting responsibility within the City of Sanford.~~

~~The City of Sanford shall continue to coordinate with the SJRWMD and the FDEP in establishing base line environmental data in order to provide a wet weather upstream discharge point north of the I 4 bridge over the St. Johns River. In addition, the City of Sanford shall continue to cooperate with and support the SJRWMD in the following areas of concern:~~

- ~~Stormwater drainage regulation for new development and drainage system improvements in the downtown area.~~
- ~~Consumptive use permits for the City's potable water supply facilities.~~
- ~~Effluent discharge into the St. Johns River and Lake Monroe and wetlands protection.~~
- ~~Implementation of the Water Supply Facilities Work Plan.~~
- ~~Consideration of the most current SJRWMD District Water Supply Plan when proposing and/or amending the 10-year Water Supply Facilities Work Plan and amendments to the Sanford Comprehensive Plan.~~

~~The City shall continue to coordinate with the FDEP in the following activities:~~

- ~~Permitting and funding of the City's wastewater facilities;~~
- ~~Monitoring the quality of the City's potable water, wastewater and solid waste facilities.~~

~~**Objective 7-1.5: Develop Data Base Management And Coordination.** The City annually shall develop and update an appropriate data base in order to further the goals, objectives, and policies of the Comprehensive Plan.~~

~~**Policy 7-1.5.1: Generate Necessary Data.** The City shall predicate growth management policies and land development strategies upon quantifiable data, where appropriate, that are consistent with recognized areawide projections and forecasts.~~

~~**Policy 7-1.5.2: Consider Areawide Data Resources.** The City shall collect and analyze data developed by Seminole County, Seminole County School Board, and other public entities providing services but not having regulatory authority over the use of land within incorporated and unincorporated areas of Seminole County.~~

CHAPTER 3. GENERAL MONITORING & ~~REVIEW~~ CRITERIA-PUBLIC PARTICIPATION

INTRODUCTION

Growth management laws pertaining to the update of a local government's Comprehensive Plan have changed significantly since the passage of the 2011 Community Planning Act, particularly with regard to the repeal of Section 9J-5 of the Florida Administrative Code (F.A.C.), which provided specific guidance as to the content of local Comprehensive Plans. Despite these changes, local governments are still mandated to evaluate their Comprehensive Plans every seven (7) years to ensure they still adhere to State law. This element provides procedures for this evaluation, in addition to offering guidance on the public input process necessary to ensure that any amendments made to the plan reflect the community's vision as well.

GOALS, OBJECTIVES & POLICIES

GOAL GM 1:

ESTABLISH MONITORING AND EVALUATION PROCEDURES. ESTABLISH AND MAINTAIN PROCEDURES FOR IMPLEMENTING THE MONITORING AND EVALUATION OF THE COMPREHENSIVE PLAN EVERY SEVEN YEARS (PURSUANT TO SECTION 163.3191, F.S. AND RULE 9J-5.005(7), F.A.C.)

Evaluation of Plan

OBJECTIVE GM 1.1: Maintain Review Procedures. The City shall ensure that the evaluating and updating of the Comprehensive Plan maintains proper review procedures and that public involvement is a component of the overall process.

Policy GM 1.1.1: Utilize Planning and Zoning Commission in Plan Evaluation and Updates. The Planning and Zoning Commission as the designated Local Planning Agency shall monitor and oversee the effectiveness and status of the Comprehensive Plan and recommend to the City Commission such changes in the Comprehensive Plan as required.

Policy GM 1.1.2: Administer General Procedures. The monitoring and evaluation of the Comprehensive Plan shall be a continuous and ongoing process. The City of Sanford Planning and Development Services Department shall evaluate the Comprehensive Plan once at least every seven years to determine whether the plan is in compliance with current Statutory requirements. ~~Should the City determine that updates are necessary, they shall adhere to the process set forth in prepare the EAR once every seven years and submit to the Planning and Zoning Commission for their review and recommendation to the City Commission. The City Commission shall be responsible for approval of the EAR prior to submission to the Florida Department of Community Affairs (DCA) for compliance review. The preparation of the EAR shall comply with the procedures and contents set forth in Section 163.3191, F.S., and Rule 9J-5.005(7), F.A.C.~~

Policy GM 1.1.3: Solicit Public Participation. Public participation shall be an integral part of the process. Prior to preparation of the Evaluation and Appraisal Report (EAR) and EAR-based Amendments, at least one public meeting shall be held to solicit the public's input, in accordance with the City's adopted Citizen Awareness Participation Plan (CAPP). This meeting shall be advertised in the local newspaper at least two weeks prior to the meeting. Subsequent to the initial public participation meeting, the process of Comprehensive Plan evaluation and update shall include a public hearing before the Planning and Zoning Commission and the City Commission, respectively, prior to adopting the final report. The public hearing shall be duly noticed and citizen input shall be encouraged. The adopted City of Sanford's Citizen Participation Plan is included in the Comprehensive Plan.

Policy GM 1.1.4: Criteria for Continuing Evaluation of Comprehensive Plan Elements. The Planning and Zoning Commission and City Commission shall use the following general criteria as well as any more specific criteria contained in respective elements of the Plan to evaluate each Element of the Comprehensive Plan.

- (1) Review Changes to State, Regional, and Local Policies on Growth Management and Implications these have to the Adopted Comprehensive Plan.
 - a. State Level: The State of Florida regulates local government Comprehensive Planning through Chapter 163, Part 2, F.S. These statutes shall be reviewed

by the City of Sanford Planning and Development Department and the EAR shall address relevant changes. ~~The EAR should also review the State of Florida Comprehensive Plan.~~

- b. Regional Level: The City shall work with the East Central Florida Regional Planning Council (ECFRPC) to address any updates in Regional policy and review the ECFRPC's strategic Regional Policy Plan.
 - c. Local Level: The EAR shall be developed in a manner that addresses local policy and promotes implementation of these policies.
- (2) Review Impact of Changing Conditions and the Implications on the Comprehensive Plan. Update appropriate baseline data and review evolving issues, including major shifts in the magnitude, distribution, and/or characteristics of the following:
- Housing supply and demand
 - Land use
 - Natural resources
 - Public facilities
 - Transportation system
 - Park and recreation system
 - Fiscal management resources
 - District water supply plan
 - Public school facilities
- (3) Identify Major Issues Regarding the Community's Achievement of the Plan's Goals. The evaluation and appraisal report shall identify issues as part of the EAR process. The EAR shall be based on the analysis of these major issues in order to facilitate meeting the goals and objectives of the Comprehensive Plan.
- (4) Review the Effectiveness of Intergovernmental Coordination. The EAR shall describe the existing coordination efforts and identify successes and areas in need of improvement.
- (5) Each of the Plan's Elements ~~and Shall~~ Evaluate How the Community is Achieving the Specified Goals and Objectives. The EAR contains an element assessment section that reviews the successes and shortcomings of each element. This section should review the goals and objectives of each element, particularly as they relate to the identified major issues. Where shortcomings are identified, corrective action(s) should be identified.

OBJECTIVE Policy GM 1.21.5: Adopt and Transmit EAR and EAR-based Amendments. The City shall continue to adopt and transmit the EAR and EAR-based amendments in accordance with the Florida Statutes.

~~**Policy GM1.2.1: Adopt EAR.** The City's Planning and Development Services Department shall prepare the EAR, with public comment and participation constituting part of this process. Upon completion of the EAR, the Planning and Zoning Commission shall review the document and make a recommendation to the City Commission. The City Commission shall be responsible for~~

~~approval of the EAR for submission to the Florida Department of Community Affairs (DCA) for compliance review. The public hearings before the Planning and Zoning Commission and City Commission shall be open to the public for comment. The City shall follow all review and adoption rules specified in Section 163.3191, F.S.~~

~~**Policy GM1.2.2: Adopt EAR-based Comprehensive Plan Amendments.** All EAR-based amendments to the Comprehensive Plan shall be adopted within 18 months of the DCA finding the EAR sufficient. The City of Sanford Planning and Development Department shall update the Comprehensive Plan according to the approved EAR. Upon completion of the update, the Planning and Zoning Commission shall review the document and make a recommendation to the City Commission. The City Commission shall be responsible for adoption and transmittal to the DCA.~~