

CHAPTER 10: INTERGOVERNMENTAL COORDINATION ELEMENT

A. ELEMENT OVERVIEW

The purpose of the Intergovernmental Coordination Element is to formalize coordination mechanisms and agreements between adjacent local governments, and regional and state agencies. The Intergovernmental Coordination Element also aids in identifying and resolving conflicting goals, objectives, and policies in local government comprehensive plans.

B. GOALS, OBJECTIVES, AND POLICIES

GOAL 1: THE CITY OF MILTON SHALL COORDINATE WITH ADJACENT MUNICIPALITIES, SANTA ROSA COUNTY AND OTHER APPROPRIATE GOVERNMENTAL AGENCIES TO PROMOTE EFFICIENT AND EFFECTIVE DELIVERY OF SERVICES AND FACILITIES AND REDUCE CONFLICTS ARISING FROM LAND DEVELOPMENT DECISIONS.

OBJECTIVE 1.1: THE CITY OF MILTON SHALL COORDINATE THE PREPARATION AND IMPLEMENTATION OF ITS COMPREHENSIVE PLAN WITH THE PLANS OF SANTA ROSA COUNTY, SANTA ROSA COUNTY SCHOOL BOARD, AND OTHER UNITS OF LOCAL GOVERNMENT PROVIDING SERVICES IN THE CITY OF MILTON, BUT NOT HAVING REGULATORY AUTHORITY OVER THE USE OF LAND BY IMPLEMENTING POLICIES 1.1.1 THROUGH 1.1.10

POLICY 1.1.1: Copies of the adopted Comprehensive Plan will be made available at City Hall for review by all units of Milton and Santa Rosa County local government during regular business hours.

POLICY 1.1.2: The City will accept comments from any interested unit of local government regarding intra-governmental and intergovernmental coordination issues related to the Comprehensive Plan.

POLICY 1.1.3: The Milton City Council has established a City of Milton Planning Board to address comments received by units of local government regarding coordination issues related to the adopted Comprehensive Plan. The Planning Board is charged with the following:

- 1) Initiating plan amendments as required;
- 2) Identifying alternatives for the mitigation of identified issues including Comprehensive Plan amendments, informal agreements, and formal processes;
- 3) Present alternatives and recommendations to the Milton City Council.

POLICY 1.1.4: The City will continue to use the Interlocal Action Committee (consisting of officials from Santa Rosa County, Jay, Gulf Breeze, Milton, Eglin AFB and NAS Whiting Field, the

Division of Forestry and the Santa Rosa County School Board) to coordinate Comprehensive Plans for the local governments, the School Board and the military and to provide information regarding proposed development.

POLICY 1.1.5: The City shall identify planning topics of concern between local governments who would benefit from joint planning efforts and initiate coordination accordingly. Such topics of concern should include annexation, infrastructure service areas, population projections, location of public facilities subject to concurrency, siting of facilities under inter-jurisdictional significance, and location of locally unwanted land uses. Upon approval by the Planning Board of the identified topics of concern, the City will meet with representatives from the local governments to develop specific procedures for implementation of the identified joint planning initiatives. Such implementation procedures are ongoing.

POLICY 1.1.6: The City shall implement the Northwest Florida Water Management District's Water Supply Planning Region II Regional Water Supply Plan updated in 2006.

POLICY 1.1.7: The City shall ensure coordination of the comprehensive plan with the most current NFWFMD Regional Water Supply Plan when proposing and/or amending the ten-year (10) Water Supply Facilities Work Plan.

POLICY 1.1.8: The City will review and coordinate with the most recently published District Water Supply Plan and NFWFMD staff in projecting future supply and demand on potable water and alternative sources when preparing amendments to the Water Supply Facilities Work Plan and Consumptive Use Permit Applications.

POLICY 1.1.9: The City will exchange water supply information and services with the NFWFMD, and local governments through water supply planning work groups and through meetings on an as-needed basis.

POLICY 1.1.10: The City will continue to examine, to the extent possible, the use of interconnectivity of water facilities with other local jurisdictions as recommended by the NFWFMD Regional Water Supply Plan.

OBJECTIVE 1.2: THE CITY WILL CONTINUE TO COORDINATE WITH THE SANTA ROSA COUNTY BUILDING INSPECTION DEPARTMENT AND CONTINUE TO IMPROVE PROCEDURES FOR APPROVING BUILDING PERMITS, ESPECIALLY WITH REGARD TO CITY LAND USE APPROVALS.

POLICY 1.2.1: The City shall continue to improve procedures which correlate with the issuance and status of building permits to land use decisions made by the City.

OBJECTIVE 1.3: THE CITY WILL MONITOR LAND USE DECISIONS AND IMPACTS OF DEVELOPMENT PROPOSED BY ADJACENT GOVERNMENTS AND PUBLIC AGENCIES AND WILL ENSURE THAT THE IMPACTS OF MILTON'S PLAN ARE COORDINATED WITH SUCH PUBLIC AGENCIES BY IMPLEMENTING POLICIES 1.3.1 THROUGH 1.3.5.

POLICY 1.3.1: The City shall review future plan amendments proposed by Santa Rosa County and will make available to Santa Rosa County proposed amendments to the City's Plan in order to promote mutual coordination of land use and public facility decisions.

POLICY 1.3.2: When implementation of the Milton Comprehensive Plan will impact adjacent local governments. Milton will initiate formal communications with the affected local government to discuss coordination measures. Milton will then analyze what, if any, actions need to be taken by the City regarding the specific intergovernmental coordination issues. Alternatives considered will include, but not be limited to, the formation of an intergovernmental ad hoc advisory committee, intergovernmental agreements, and informal intergovernmental negotiations.

POLICY 1.3.3: When intergovernmental conflicts develop that cannot be reconciled at the local level within a six month time period, the City of Milton shall request the West Florida Regional Planning Council to assist through the use of the Council's adopted conflict mediation process.

POLICY 1.3.4: When annexation issues arise, the City of Milton will initiate informal communications with the affected local government to discuss annexation issues. Alternatives considered will include, but not be limited to, bringing annexation issues to the Intergovernmental Action Committee for intergovernmental negotiations.

POLICY 1.3.5: The City of Milton will coordinate with Santa Rosa County and adjacent municipalities to discourage the proliferation of urban sprawl.

OBJECTIVE 1.4: THE CITY OF MILTON WILL COORDINATE WITH APPROPRIATE STATE AND FEDERAL AGENCIES, ESPECIALLY JURISDICTIONAL AGENCIES SUCH AS THE DEPARTMENT OF ENVIRONMENTAL PROTECTION, THE FLORIDA DEPARTMENT OF TRANSPORTATION, AND THE U. S. ARMY CORPS OF ENGINEERS, ON LAND USE APPROVALS AND JURISDICTIONAL PERMITS BY IMPLEMENTING POLICIES 1.4.1 AND 1.4.2.

POLICY 1.4.1: The City shall coordinate with all levels of government to promote mutual participation for mutual benefit.

POLICY 1.4.2: The City shall require that all appropriate state and federal permits are obtained by developers prior to the issuance of a development order.

OBJECTIVE 1.5: THE CITY OF MILTON SHALL COORDINATE WITH SERVICE PROVIDERS IN ESTABLISHING LEVEL OF SERVICE STANDARDS FOR PUBLIC FACILITIES FOR WHICH THE CITY HAS NO MAINTENANCE OR OPERATIONAL RESPONSIBILITY BY IMPLEMENTING POLICIES 1.5.1 THROUGH 1.5.3.

POLICY 1.5.1: The City shall establish a level of service standard equal to the recommended level of service standard established by the entity having operational and maintenance responsibilities for the facility.

POLICY 1.5.2: The City shall evaluate levels of service for state roadways, and roadways at its shared jurisdictional boundary, for consistency with the plans of adjacent local governments.

POLICY 1.5.3: The City shall participate in the Florida-Alabama Transportation Planning Organization (TPO) planning process to promote coordination between state and local transportation needs.

OBJECTIVE 1.6: THE CITY OF MILTON WILL ENSURE THAT ADEQUATE PUBLIC FACILITIES CAPACITY IS AVAILABLE TO ACCOMMODATE FUTURE GROWTH BY IMPLEMENTING POLICY 1.6.1 AND THE FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS.

POLICY 1.6.1: The City shall closely monitor and amend as necessary contracts and agreements which provide for sanitary sewer, potable water, and solid waste to ensure available capacity at the current level of service for the current and future residents of Milton.

OBJECTIVE 1.7: THE CITY WILL CONTINUE TO PROVIDE INFORMATION TO THE PUBLIC CONCERNING THE PROVISION OF SERVICES BY IMPLEMENTING POLICIES 1.7.1 - 1.7.3.

POLICY 1.7.1: The City will continue to maintain a public website which outlines municipal services. A brochure/booklet is also available at City Hall, the Santa Rosa County Chamber of Commerce, and area real estate offices.

POLICY 1.7.2: The City will continue to act as a referral agency with regard to services available at the local, state, and federal level.

POLICY 1.7.3: The City shall maintain an interlocal agreement with the Santa Rosa County School Board, Santa Rosa County, and all municipalities within the County for the purposes of coordinating population projections and growth data and to accomplish the implementation of public school location criteria. The interlocal agreement will at a minimum address the following:

- (A.) Collaboration of Department of Education enrollment projections with the population projections used in this Plan; and
- (B.) Coordination between school siting compatibility requirements pursuant to Sections 1013.36 and 1013.33, F.S., including integration of the educational plan survey (required to be submitted every five years pursuant to Section 1013.31, F.S.), the general educational facilities report (required to be submitted annually pursuant to Section 1013.31, F.S.), and applicable policies and procedures of the school board with the Future Land Use Map found in this Plan and the City of Milton's Land Development Regulations.

GOAL 2: COLLABORATE AND COORDINATE WITH THE SCHOOL BOARD OF SANTA ROSA COUNTY (SCHOOL BOARD) TO ENSURE HIGH QUALITY PUBLIC SCHOOL FACILITIES WHICH MEET THE NEEDS OF THE CITY OF MILTON AND SANTA ROSA COUNTY'S EXISTING AND FUTURE POPULATION.

OBJECTIVE 2.1: SCHOOL INTERLOCAL AGREEMENT:

THE CITY OF MILTON WILL IMPLEMENT THE SCHOOL INTERLOCAL AGREEMENT WITH THE SCHOOL BOARD, SANTA ROSA COUNTY AND OTHER MUNICIPALITIES PROVIDING FOR CLOSE COORDINATION AND EVALUATION OF DEVELOPMENT PROPOSALS.

POLICY 2.1.1: General types of provisions that will be included in the inter-local agreement in order to advise the School Board, County, and other municipalities of proposed development which would impact their jurisdiction include:

1. Transmission of an annual memo from the City of Milton's Planning Department to the above entities describing proposed developments and planning activities by February 1st of each year.
2. Provision for a feedback process/information exchange so the above entities can inform the Planning Department of any potential adverse impact(s) from proposed developments and/or conflicting planning activities through either direct written or telephonic communications.

OBJECTIVE 2.2: INTERGOVERNMENTAL COORDINATION:

THE CITY OF MILTON SHALL STRIVE TO MAINTAIN AND ENHANCE JOINT PLANNING PROCESSES AND PROCEDURES FOR COORDINATION OF PUBLIC EDUCATION FACILITIES FOR PLANNING AND DECISION MAKING.

POLICY 2.2.1: On an annual basis, the City of Milton shall ask the School Board to provide information from their five-year District Education Facilities Work Plan to determine the need for additional school facilities. The School Board shall provide to the city, each year, a general education facilities report. The educational facilities report shall contain information detailing existing facilities and their locations and projected needs. A draft is due to the County/Cities by August 31st and the approved document is due within 15 days after its adoption.

POLICY 2.2.2: In order to coordinate the effective and efficient provision and siting of public educational facilities with associated infrastructure and services within Santa Rosa County, the Santa Rosa County Board of County Commissioners, the Santa Rosa County School Board, and the municipalities of Gulf Breeze, Jay and Milton shall meet jointly. Such efforts may include:

1. Coordinated submittal and review of the annual capital improvement program of the City of Milton, the annual educational facilities report and Five-Year School Plan Survey of the Santa Rosa County School Board by December 1st of each year.
2. Coordinated review and assessment of the associated costs and expenditures of siting and developing schools with needed public infrastructure.
3. Coordinated review of residential planned developments or mixed use planned developments involving residential development.
4. Use of a unified data base including population (forecasts of student population), land use and facilities.

Use of the Parks/Schools Planning Group (with representatives from each of the entities) to review coordinated siting of schools with parks for multi-functional use. Directives resulting from the joint meeting shall be incorporated into the Comprehensive Plan, Land Development Regulations, and other appropriate mechanisms as deemed necessary.

C. ELEMENT ASSESSMENT

Overall, the Element's goals, objectives, and policies are being achieved. The following successes have been achieved through implementation of the objectives and policies of the Intergovernmental Coordination Element:

Goal 1: The City continues to exchange planning information with adjacent local governments, and regional and state agencies. Policy coordination is mainly coordinated through formal organizations, such as the West Florida Regional Planning Council (WFRPC). The City continues to exchange capital improvement project information with affected governments, especially those to which they provide public facility systems, such as Santa Rosa County. The City of Milton is currently in the process of establishing two new Community Redevelopment Areas (CRA's) through coordination and cooperation with Santa Rosa County. Please see Appendix B for an illustration of the proposed CRA.

The City continues to maintain and increase the discussion and resolution of multijurisdictional issues by participating in intergovernmental planning agencies. Comprehensive Plan coordination continues to be ensured through the collaborative efforts of the municipalities, Santa Rosa County, the Santa Rosa County School Board and other state and regulatory agencies.

The City continues to participate in the West Florida Regional Planning Council (WFRPC) to resolve conflicts with other local governments.

The City is continuing programs to address specific planning issues. New programs are developed for specific issues if ones do not exist. The City has been successful with this approach including implementing a proportionate fair share program for public facilities, abiding by annexation agreements, and actively keeping the public involved and up to date on planning issues with the Santa Rosa Press Gazette. In addition, the City coordinates with the NFWFMD in regards to surface waters.

GOAL 2: The City continues to coordinate level of service responsibilities for transportation facilities and maintain an area-wide Concurrency Management System for State and County roads with outside entities through the Florida-Alabama TPO. The City is coordinating with the Florida-Alabama TPO on several transportation improvement projects through the Transportation Improvement Program.

Pursuant to Section 163.31777, Florida Statutes, in June 2009 the City adopted an Interlocal Agreement with the Santa Rosa County School District and a Public School Facilities Element within the Comprehensive Plan for the purposes of public school concurrency. The City has maintained a working relationship with the Santa Rosa County School Board on public school sightings and information needs.

D. ELEMENT ASSESSMENT RELATED TO MAJOR ISSUES

An assessment of the Intergovernmental Coordination Element's objectives has been completed to identify how their achievement relates to the major issues identified by the City.

1. *Dominant Land Use Pattern. (Major Issue #1)*

The Intergovernmental Coordination Element may not directly impact the land use strategy for the City's remaining vacant land. The Intergovernmental Coordination Element's goals, objectives, and policies relate to establishing and maintaining effective coordination relationships and mechanisms. Therefore, any land use strategies that include vacant land using shared public facilities, natural features, or resources should be coordinated with those adjacent local governments which will be impacted.

2. *Neighborhood Preservation and Redevelopment of Older Areas. (Major Issue #2)*

The Intergovernmental Coordination Element may indirectly impact how older areas of the City are maintained and/or redeveloped. The WFRPC has established "smart growth" initiatives that cover a range of topics from redevelopment tools to directing development to appropriate locations. Through coordination, the City can utilize the input from the WFRPC to develop strategies for this issue.

3. *Housing Needs. (Major Issue # 3)*

The Intergovernmental Coordination Element is not directly related to this major issue but it is recommended that the City look for Federal, State and County programs and opportunities to participate in. The Intergovernmental Coordination Element would have to accommodate for these new coordination mechanisms.

4. *Balancing Development Environmental Resource Protection. (Major Issue # 4)*

The Intergovernmental Coordination Element may directly impact the ability of the City to balance development, environmental resources and habitat protection. The implementation, creation, and maintenance of interlocal agreements with county government, regional and state agencies can directly impact new development, environmental resources and habitat protection.

Coordinating mechanisms with the NFWFMD, Santa Rosa County, and the FDOT can have a positive effect on the development within the City. The Santa Rosa County EAR recommends that the County and City should enter into interlocal agreements that detail a joint vision for the unincorporated areas surrounding the City.

5. Recreation Facilities Mix. (Major Issue #5)

This major issue is directly related to the Intergovernmental Coordination Element, as the on-going coordination between the Santa Rosa County School District and the City of Milton was formalized with the adoption of an Interlocal Agreement between the City and School District in June 2009 and a Public School Facilities Element adopted by the City in June 2009 for public school concurrency. This agreement stipulates that the County, City and School Board will work together to promote and support the design and development of the community through the joint development of property, for parks, recreation and other compatible uses, on or adjacent to school sites. The joint development of public school facilities and their accompanying recreational facilities shall be coordinated with the City in which the School will be sited. These facilities will be available for use by the general public during non-school hours and will provide increased recreational opportunities for City residents. These facilities should be taken into account when determining the recreation and open space need of current and future City residents.

6. Traffic Congestion and Multi-Modal Transportation. (Major Issue #6)

The Intergovernmental Coordination Element may indirectly impact this major issue. Depending on the roadway classification (State, County, or Local) certain agencies, such as the FDOT or the Florida-Alabama TPO, may have jurisdictional authority over decision making.

7. Disaster Planning, Mitigation, and Recovery. (Major Issue #7)

The overall achievement of the Intergovernmental Coordination Element will affect the City's ability to coordinate disaster plans and mitigation measures. Interlocal agreements between the City and adjacent local governments, including regional and state agencies, will affect the type and implementation of evacuation plans. In addition, the City will need to coordinate with Santa Rosa County during the preparation of their PDRP.

E. ELEMENT ASSESSMENT RELATED TO REQUIRED SPECIAL TOPICS

1. Public School Coordination

The public school coordination specifically impacts the Intergovernmental Coordination Element. The Interlocal agreement for Public Schools Facility Planning and School Concurrency addresses issues between the City, Santa Rosa County, and affected local governments.

2. Water Supply Planning

The City has transmitted the necessary water supply-related amendments to the Department of Community Affairs, which had no objections. The amendments were adopted in June 2009.

3. *Recommendations*

Overall, the City is achieving the Goal, Objectives, and Policies within the Intergovernmental Coordination Element. The City should continue to be actively involved in the growth and development within the County as this may have direct impact on the City and its residents in regards to public facilities and LOS standards.