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# **INTERGOVERNMENTAL COORDINATION ELEMENT**

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## **PURPOSE**

No man is an island and neither is a governmental agency. The purpose of the Intergovernmental Coordination Element (ICE) is to identify and resolve incompatible goals and objectives and development pursuant to the City's Comprehensive Plan, and to determine and respond to the needs for coordination processes and procedures with adjacent local governments and regional and state agencies. Interaction between local governments is not only necessary, but also vital as the needs of area residents' spill across jurisdictional lines and requires cooperation and communication between governments. This element describes how the City of Zephyrhills interacts and cooperates with other governmental agencies in an effort to best serve area residents, both inside and outside the City.

The City of Zephyrhills and Pasco County share a wide variety of concerns in an effort to provide numerous services for areas overlapping each jurisdiction. Through interlocal agreements, the City and County provide water and sewer services, public safety, recreational programs, solid waste disposal, and roadways.

The ICE also covers such new subjects as joint planning areas, especially for the purposes of annexation, municipal incorporation, and joint infrastructure service areas; voluntary dispute resolution; coordination with the Pasco County School Board; dealing with problematic land uses (commonly known as locally unwanted land uses); and coordination with special districts.

The ICE provisions in the Growth Management Act of 1985, and subsequent revisions and additions, emphasize strong intergovernmental coordination, allow for identification of coordination needs at the planning stage, and allow for the use of existing procedures.

## **DEFINITION OF COORDINATION**

Coordination occurs along a continuum of activities ranging from informal contacts to formal procedures and agreements; all are used efficiently and effectively coordinate with others. The term coordinate with, as used in Section XIII Goals, Objectives, and Policies, can be defined to include any or all of the following actions or processes which may be applicable to a given circumstance:

- A telephone call
- A notice in writing
- Joint meeting
- Comments or requests in writing
- Special purpose groups organized to implement a specific task
- Ongoing groups like the TBRPC-RPAC
- The forwarding of plans or information
- Special subcommittees
- Joint planning areas
- Interlocal agreements, resolutions, contracts, ordinances, grants, etc.
- The review and comment regarding specific plans

## INVENTORY

### Identification of Coordinating Entities

Pursuant to Chapter 9J-5.015, FAC, the following organizations, utilities, and governmental entities have been identified as being involved in the planning and coordination aspect of the City of Zephyrhills Comprehensive Plan.

Adjacent Local Governments:	Pasco County City of Dade City
Countywide Entities:	Pasco County School Board Pasco County Board of County Commissioners (various administrative departments) Pasco County Public Transit
Regional Authorities:	Tampa Bay Regional Planning Council (TBRPC) Southwest Florida Water Management District (SWFWMD) Tampa Bay Water (TBW) Pasco County Metropolitan Planning Organization
State Agencies:	Florida Department of Transportation (FDOT) Florida Department of Environmental Protection (FDEP) Florida Department of Community Affairs (DCA) Department of Education Florida Department of Health and Rehabilitative Services (HRS) Florida Department of Commerce Florida Public Service Commission Florida Game and Freshwater Fish Commission The Executive Office of the Governor Florida Department of State
Federal Agencies:	Federal Emergency Management Agency (FEMA) US Environmental Protection Agency (EPA) US Department of Housing and Urban Development (HUD) US Department of Agriculture - Soil Conservation Service (SCS) US Department of Justice US Department of Transportation (DOT) US Department of Commerce US Department of the Interior US Department of Health and Human Services US Department of Education
Public Private Utilities:	Florida Power Corporation General Telephone Company of Florida TCI Cablevision Clearwater Gas

## **EXISTING COORDINATION MECHANISMS**

### **Existing Contacts/Agreements**

Currently, the City of Zephyrhills has 5 agreements with various entities for the provision of services to the City.

#### ***Water and Sewer***

The City has executed an Interlocal Agreement with Pasco County that delineates a service area outside the City for water and sewer services (See Map PF-1). Through this agreement, the City has first right of refusal to supply water and sewer services to County residents within the City service area if services can be made available.

#### ***Public Safety***

Those areas lying outside of the corporate limits are protected under a contractual agreement with Pasco County. These areas, as well as the corporate limits, are provided with the services associated with fire rescue protection such as but not limited to suppression, investigation, inspections, plans review, fire prevention, public education and emergency medical care. County ambulance and personnel are housed at the City Fire Station at no cost to the County, this ambulance serves the City and County residents. By contract with Pasco County, the City Fire Department serves a 31 square mile fire tax district and Municipal Service Taxing Unit (MSTU) in and around Zephyrhills providing fire protection and rescue services to County residents. County ambulance and transport vehicles are housed at the City fire station at no cost to the County to serve both City and County residents.

The 911 emergency system installed in 1988 greatly enhances coordination of City and County fire and public protection. The City Police Department works closely with the Pasco County Sheriff's Office in cases that occur at or near the City limits and conducts joint investigations when necessary. The Zephyrhills Fire Department also operates under a mutual aid agreement with the City of Dade City and Pasco County Fire Service.

#### ***Recreation***

The City, Pasco County and the Pasco County School Board contribute to recreational activities for the youth in the community at large. The City provides numerous athletic fields and a recently completed YMCA (see Recreation Element) for communitywide use. The County operates two parks in and near Zephyrhills, Hercules Aquatic Center, which features a junior Olympic size swimming pool. Sam Pasco Park is used for a variety of recreational ball leagues. A summer recreation program at the Stewart Middle School for area children is operated with the School Board providing the location and the City providing the program's operational costs.

#### ***Solid Waste***

Currently, the City collects solid waste from residential and commercial customers and transports the waste to the County transfer station operated landfill near Dade City. With conversion and operation of a resource recovery incineration program by Pasco County, the City will continue disposing of its solid waste through an agreement with Pasco County. The Public workshop held for the Public Facilities element brought up substantial discussion on the issue of yard trash/junk. The City should look into this issue and identify potential solutions.

## **COORDINATION WITH LOCAL GOVERNMENTS**

### **Pasco County Government**

Zephyrhills coordinates with several administrative departments of Pasco County, including the following:

- Pasco County Traffic Control
- Pasco County Development Review
- Pasco County Utilities
- Pasco County Emergency Management
- Pasco County Growth Management
- Pasco County Community Development

Intergovernmental coordination is achieved within the City by the following means:

- written communications are channeled through the City Manager;
- no commitment of City resources or action by City Staff is made without concurrence of the City Manager;
- a Site Plan Review Committee composed of all Department Heads involved in any aspect of development, and chaired by the Director of Development, meets biweekly to review development plans, schedules, progress and problems;
- department heads meet biweekly to review City Council actions, discuss problems and opportunities involving more than a single department and keep each other generally informed.

The local practices cited above have been sufficient to provide an acceptable level of compliance with the myriad of federal and state regulation while achieving a significant degree of success with growth management.

### **Pasco County School Board**

The 1995 Florida Legislature enacted requirements for improved coordination between local governments and school boards for school siting. New requirements for future land use elements of comprehensive plans require consideration of criteria to locate schools proximate to urban residential areas and to collocate schools with other public facilities. To implement these requirements, the City has added policies to this Comprehensive Plan and will enter into an interlocal agreement with the Pasco County School Board.

### **City of Dade City**

Planners with the City of Dade City and the City of Zephyrhills meet informally on a monthly basis to discuss planning related issues of mutual interest. Transportation and land use issues related to the US 301 corridor is a current topic of discussion between the two cities.

### **Pasco County Metropolitan Planning Organization (MPO)**

City, county and state roads must be coordinated for traffic flow to be effective. The City and County have joined in local intergovernmental agreements aimed at improving roadway and intersections with joint jurisdiction. The City and Pasco County have collectively made significant transportation improvements with the construction and opening of the East and West

Bypasses and the one-way pairs. The City's traffic impact fee ordinance provides for the spending of City-collected impact fees on County and State roads within the Zephyrhills area.

East Pasco County is now a member of Pasco County MPO, and therefore participates in this formal coordination mechanism. At a staff level, there is cooperation between city, county and FDOT maintenance personnel.

Refinement of City development regulations and implementing procedures will address the need for improved intergovernmental coordination.

### **General Coordination**

The City has established a development review process that involves the notification of the adjoining jurisdiction (Pasco County) of development cases, and includes a review and comment of development proposals by agencies which operate infrastructure affected by the proposal.

## **COORDINATION WITH REGIONAL ENTITIES**

### **Tampa Bay Regional Planning Council (TBRPC)**

The TBRPC was established in 1962, under Chapter 160, FS, and by Interlocal Agreement, Chapter 163.01, FS, in 1975. It was reorganized under Chapter 160, FS, amended in 1980 and subsequently replaced by Chapter 186, FS, in 1985.

TBRPC is designated under Florida statutes and federal law for many of its responsibilities. TBRPC engages in areawide comprehensive and functional planning, mediates conflicts between local governments, adopts and maintains a Strategic Regional Policy Plan, reviews and comments on applications and development orders for Development of Regional Impact (DRIs) and reviews development orders issued by local governments. TBRPC also reviews applications for federal and state grants as the Regional Clearinghouse for Administrative District VIII, as designated by Presidential and Gubernatorial Executive Orders. TBRPC serves as the Area Agency on Aging for District V and coordinates bay management as the administrator of the Agency on Bay Management.

As a member of the TBRPC, the City is represented on the Council and various subcommittees by an elected official appointed by the City's elected officials. TBRPC, composed of locally elected representatives and gubernatorial appointees, is designated to plant the region's long term future and assist and guide in the resolution of contemporary problems and issues. As a voting member, the City establishes and revises TBRPC policies on a continuing basis.

TBRPC reviews and transmits to the proper agencies dredge and fill permits, state and federal grant applications, and transportation projects that impact or are located in the City. In these instances, the City and TBRPC communicate and coordinate review-related activities, as necessary.

The City receives technical assistance by request and has the opportunity to use the Regional Resource Library, as necessary. This is formal relationship delineated by interlocal agreement. The Office of the City Manager and the City of Zephyrhills City Commission are the offices with primary coordination responsibilities.

### **Southwest Florida Water Management District (SWFWMD)**

The SWFWMD is an independent special district created in 1961 under Chapter 61-691, Laws of Florida, as a public corporation for carrying out and effectuating the provisions of Chapter 373, FS.

The District is responsible for administration of a permitting system for consumptive water use and other water related activities; the regulation of wells; and the management and storage of surface waters. SWFWMD is charged to effect the maximum beneficial utilization, development, and conservation of the water resources of the district in the best interest of its people and to prevent the waste, depletion, deterioration, and unreasonable use of resources.

SWFWMD covers all or parts of 16 counties along west central Florida. SWFWMD's Governing Board is appointed by the Governor and determines overall policies; carries out regulatory responsibilities and functions; enters into contracts; and authorizes a tax levy for administration of the District.

The District is divided into nine watershed basins; eight of these basins have Basin Boards members of which are appointed by the Governor and confirmed by the State. The Green Swamp watershed is an area of such hydrologic significance that the Legislature directed the Governing Board to serve as its Basin Board. The Hillsborough River Basin Board is the basin board that serves the Zephyrhills area.

Basin boards are responsible for identifying water related issues within their boundaries and for adopting budgets which address those issues. To receive funding, the water resource problem must be determined by the District's technical staff to be of regional significance and not strictly a localized problem. The Governing Board is responsible for levying the appropriate amount of ad valorem taxes to fund the adopted budget. Chapter 373, FS, provides the authorizing language for SWFWMD and allows the Governing Board to levy ad valorem taxes up to 0.40 mills in the SWFWMD jurisdiction while individual basin boards may levy ad valorem taxes up to 0.60 mills to support projects which directly benefit the basin in which the revenue is collected.

SWFWMD is involved in major programs in the areas of flood control and water management. The District has conducted numerous water resources studies utilizing federal, state, regional, and local input. In conjunction with municipal, regional, and county governments, the District has sponsored several multiple use projects combining water management and recreation facilities.

The Surface Water Improvement and Management (SWIM) program can provide information and assistance on restoration, protection, and management of the city's important surface water bodies.

The Save Our Rivers (SOR) Program can be a source of acquisition funds the city may wish to become involved with to enhance protection of environmentally sensitive areas. SWFWMD bases land acquisition on the following needs criteria; natural flood control, water detention, and/or retention; preservation and/or restoration of natural systems; water conveyance; water quality enhancement; structural flood control; recharge; and potable water supply. Local governments can nominate projects to SWFWMD for consideration under this program.

The City has a regulatory relationship with SWFWMD relative to drainage plans and improvements. The City receives permits for pumping potable water from City-owned wells, drainage plans, and improvements. The City files monthly reports on water pumpage and



testing. Additionally, the City directs development proposals to SWFWMD for necessary permitting. The City Manager, City Development Director, and Utility Department Director have primary coordination responsibilities with SWFWMD.

### **Tampa Bay Water (TBW)**

Tampa Bay Water, formerly West Coast Regional Water Supply Authority (WCRWSA), is a regional water authority formed under the provisions of Section 373.1962, FS. The authority is specifically exempted from compliance with local government comprehensive plans as stated in Section 198.4155(3), FS. However, they are still required to coordinate with local governments as listed under “Required Special District Coordination.

TBW is a wholesale supplier of potable water to its member local governments of Pasco, Pinellas, Hillsborough counties, as well as the City of Tampa, St. Petersburg, and New Zephyrhills. These member local governments in turn directly supply their citizens and businesses, as well as enter into agreements to provide water to other local governments.

The Master Water Plan was adopted in December 1995 by the then WCRWSA Board of Directors. This document identifies TBW's actions toward meeting the water needs of its member local governments and includes the primary objectives of:

- Aggressive conservation and reserve/rotational capacity;
- Diversified supply areas;
- Limited additional groundwater beyond built and exchanged capacity;
- Increased drought proof and drought resistant components; and
- Least cost (consistent with previous objectives).

The Master Water Plan consists of projects designed to supply the water needs of its member local governments. This plan was developed by the Authority Board which consists of nine members, one from each member city and two each from each member county. Demands and needs for each local government, including those not directly represented on the Authority Board, but provided water by the Authority, are derived from each representative comprehensive plan. Simply put, it's the comprehensive plans of the local governments ultimately using the water produced by TBW that form the basis for the Master Water Plan.

One additional plan created by TBW that is of interest to local governments is the Demand Management Plan. This Plan is concerned with conservation and lists numerous options for reducing water consumption (i.e., tiered pricing of water based on consumption).

There is no direct relationship between the City and TBW. The nine member Authority Board meets monthly and allows public input on their decisions, plans, and actions. The TBW staff maintains regular interaction with its member local governments.

The office of the City Manager would have primary responsibility with this agency, if necessary.

## **COORDINATION WITH STATE AGENCIES**

### **Florida Department of Transportation (FDOT)**

The FDOT was created by the Governmental Reorganization Act of 1969, and operates under the authority of Chapter 334-339, FS, and Chapter 341, FS. FDOT is responsible for

coordinating the planning of all modes of transportation on land, sea, and air, and for constructing and maintaining the state highway system. The State Transportation Engineer coordinates transportation project development in the FDOT districts in Florida. The district engineers manage and administer FDOT's work program and systems maintenance. Zephyrhills is located in FDOT District Seven.

Urban transportation system plans in Pasco County are developed jointly by FDOT and the Pasco County MPO (see Regional Agencies above). US 301 is the only road system in the City regulated by FDOT. The City informs FDOT of maintenance hazards and problems with the facility. The City coordinates development review requests with FDOT to ensure compliance with the minimum level of service standards and access management requirements on state roads. Applicants undertaking development activity potentially impacting US 301 are referred to FDOT by City officials for necessary approvals and permits. The City Manager, Community Development Director, and Director of Public Works have primary coordination responsibilities with FDOT.

### **Florida Department of Environmental Protection (FDEP)**

The FDEP is the principle agency for the implementation of state environmental policy and law. The FDEP established standards for the protection of natural systems through the permitting process of activities that may impact the environment, including permitting and monitoring potential sources of pollution and discharges for compliance with state standards. In the event of non-compliance or violation, the FDEP can take enforcement action. The FDEP manages eight environmental regulatory programs: Water Quality; Water Quantity; Drinking Water; Solid Waste; Air Quality; Noise Control; Coastal Zone Planning, and Power Plant Siting.

FDEP programs are administered mainly through field offices located throughout the state; however, the Water Quantity program is managed through five regional water management districts. The functions of the FDEP and its districts are coordinated through using joint application procedures. FDEP permitting programs require coordination with the US Army Corps of Engineers. In administering the Water Quality program, FDEP assists local governments in obtaining grants for sewage treatment facilities and loans for other pollution control projects.

The City and FDEP have a regulatory relationship. The City must receive various permits for installation of sewer lines and projects related to the transfer of wastewater. The Public Works Department must file monthly reports detailing the amount of wastewater processed and the quality of the treated wastewater. The City requires that development requests to connect with City sewer facilities have all appropriate permits from FDEP before the City will issue a local permit. The City Manager and the Utilities Department Director have primary coordination responsibility.

### **Florida Department of Community Affairs (DCA)**

DCA was created by the Government Reorganization Act of 1969, pursuant to Chapter 20-18, FS. DCA serves as the State Land Planning Agency and the State agency for advising the Governor on policies and programs for improving the state criminal justice system. As the State Land Planning Agency, DCA reviews comprehensive plans for Florida's 11 regional planning councils. Additionally, DCA reviews and approves local government comprehensive plans and plan amendments.

In the area of criminal justice planning, DCA provides technical assistance to local governments, state agencies, and public and private agencies. DCA also reviews local applications for federal criminal justice grants and administers awarded funds.

Other responsibilities of DCA include assisting communities and units of local government in defining and responding to problems in the area of housing, community development, and building codes and standards; reviewing Developments of Regional Impact (DRI) through the Division of Resource Planning and Management; and determining the consistency of local emergency management plans with regional plans through the Division of Emergency Management.

The nature of the City's relationship with DCA is regulatory and involves review of the City's comprehensive plan and amendments to ensure consistency with Florida rule and statutes, and review of the local emergency management plan to ensure consistency with the regional plan. The City Manager has primary coordination responsibility.

### **Department of Education (FDOE)**

The FDOE was created in 1885 and established in present form in 1969 under Article IX, Section 2, of the Constitution of the State of Florida, and Section 20.15, FS. The FDOE develops comprehensive objectives for all public education, policies for the efficient operation of all phases of public education, and all required rules and regulations for the enforcement of school codes.

The State Board of Education consists of the Governor and Cabinet, with an elected Commissioner of Education who serves as chief executive officer of the Department. Four divisions and four boards oversee operating public and private educational institutions from the primary grades through the university system including the Florida School for the Deaf and the Blind. FDOE coordinates with all levels of government in carrying out each phase of the educational program, and exercises general supervision over all divisions and boards to ensure coordination of educational plans and programs, and to resolve controversies.

The City of Zephyrhills has no relationship with FDOE. If needed, the City Manager would assume coordination responsibility.

### **Florida Department of Health and Rehabilitative Services (HRS)**

HRS was created by the Governmental Reorganization Act of 1969, pursuant to Section 20.19, FS. HRS administers programs in the areas of health, mental health, retardation, youth services, children's medical services, social and economic services, vocational rehabilitation, and aging and adult services.

All of the HRS health, social, and rehabilitative services are provided through eleven statewide service districts. Departmental services are coordinated with those of other public and private agencies in each district through advisory councils. HRS also contains the State Health Planning and Development Agency which is charged with the planning of Florida's health system agencies and establishing state health policy.

There is no formal relationship with the Florida Department of Health and Rehabilitative Services. The City Manager has primary coordination responsibility, if needed.

### **Florida Department of Commerce**

The Department was created by the Government Reorganization Act of 1969, pursuant to Chapter 20.17, FS. The Department's is responsible for guidance, stimulation, and promotion of economic development within the state, as it relates to industry, marketing, and international development, and providing state leadership in the development and promotion of the tourist industry. Through its five field offices, the Department assists regional and local governments in economic support of economic development programs, and serves as a liaison between the state and Florida businesses and the State and Caribbean, South America, and Central America concerns. The Division of Tourism coordinates national and international ad campaigns, and assists municipalities, chambers of commerce, and other tourism oriented entities in formulating cooperative promotional programs.

There is no direct relationship with the Department of Commerce. The City Manager has primary coordination responsibility, if needed.

### **Florida Public Service Commission**

The Florida Public Service Commission has the authority to regulate public utilities in the state. The Commission establishes and sets the rate base for public utilities and coordinates the regulation of public utilities for the protection of the consumer. The Public Service Commission performs this regulatory function for public or private, central water and wastewater facilities in the County.

The City Manager's Office is the office with primary responsibility for coordination.

### **Florida Game and Freshwater Fish Commission (FGFWFC)**

Chapter 20, FS, establishes the FGFWFC as being the specifically provided for under Section 9, Article IV, of the State Constitution. The FGFWFC exercises regulatory authority with respect to wild animal life and fresh water aquatic life for the purpose of management, protection, and conservation. FGFWFC reviews comprehensive plan amendments, and the City coordinates with FGFWFC where development proposals potentially impact endangered and threatened species or habitat.

The Community Development Department is the office with primary responsibility for coordination.

### **The Executive Office of the Governor (EOG)**

The Executive Office of the Governor was created in 1972 under Section 14.201, FS. The functions of the EOG apply mainly to preparation of the annual executive budget and legislative agenda of the Governor, and review of the state agency plans and programs. Another major responsibility is the preparation, development, and revision of the State Comprehensive Plan. The EOG also gathers data on the state energy resources and administers the State's role in petroleum allocation and conservation.

The EOG is directed by an Administrative Commission composed of the Governor and the Cabinet. The EOG coordinates planning among federal, state, regional, and local levels of government and those of other states. The EOG also coordinates all State agency planning and programming activities, serves as state planning and development clearinghouse, and

designates regional and area clearinghouse review agencies. The EOG also serves as liaison between state and federal officials, agencies, and Members of Congress.

The Executive Office of the Governor receives all grant applications from the City and forwards them to clearinghouse review agencies. There is no regular relationship between the EOG and the City. The City Manager has primary coordination responsibility, if needed.

### **Florida Department of State**

Chapter 20, FS, establishes the Department of State, while Chapter 15, FS, specifies the duties of the head of the Department. The Department has the following divisions: Administration; Corporations; Cultural Affairs; Elections; Library Services; Licensing; and Historic Resources. The Division of Historic Resources is authorized to conduct and carry out a program of historic preservation grants-in-aid, including matching grants, to any department or agency of the state; any unit of the county, municipal, or other local government; any corporation, partnership, or other organization, whether public or private, for the purposes of administration and protection.

The City has no continuing formal relationship with the Department of State. However, the Community Development Department coordinates with the Division of Historic Resources regarding historic structures and sites within the City. The City Manager, Community Development, and the City Clerk are the offices responsible for coordination, if needed.

## **COORDINATION WITH FEDERAL AGENCIES**

### **Federal Emergency Management Agency (FEMA)**

FEMA was established under Reorganization Plan Number 3 of 1978 and Executive Orders 12147 and 12148. FEMA facilitates multiple use of emergency preparedness and response sources at all levels of government in preparing for and responding to natural, manmade, and nuclear emergencies. FEMA integrates activities related to hazard mitigation, preparedness planning, relief operations, and recovery assistance into a comprehensive framework.

Ten regional offices are the primary means by which the agency administers and manages programs carried out at state and local levels. Programs of assistance are available to state and local governments and other eligible jurisdictions in declared disasters or emergencies. In order to minimize potential damage in flood hazard areas, FEMA works closely with officials at all levels of government through the National Flood Insurance Program (NFIP). FEMA also develops and disseminates materials concerning fire services and provides training in civil management preparedness activities to federal, state, and local government personnel.

FEMA regulates and coordinates the applications and requirements for federal flood insurance for the City. FEMA annually reviews procedures, records, and ordinances of the City to verify compliance, and certifies flood zone areas. The Community Development Department communicates with FEMA on technical questions and data requests, as needed. The City Manager, Building Official, and Public Works Director are the offices with primary coordination responsibilities.

### **US Environmental Protection Agency (EPA)**

EPA was established in 1970 pursuant to Reorganization Plan Number 3 of 1970. The purpose of the agency is to protect and enhance the environment through control and abatement of pollution in the areas of water, air, solid waste, noise, radiation, and toxic substances. The

Agency integrates a variety of research, monitoring, standard setting, and enforcement activities. The City participates in the EPA National Pollutant Discharge Elimination Program (NPDES). EPA coordinates and supports research and anti-pollution activities by state and local governments, public and private groups, and educational institutions. The development of local programs for pollution abatement is accomplished through the agency's ten regional offices. EPA also reinforces efforts among other federal agencies concerning the impact their operations may have upon the environment.

The Public Works Department reports to EPA on a monthly basis concerning volume of wastewater treated and measurements of the quality of treated wastewater. The City also has a permit from EPA to operate the treatment facility, and EPA conducts an operation and maintenance audit on the treatment facility every year. The City also has a permit from the EPA to discharge effluent. This is a regulatory relationship concerning the processing, transmission, and discharge of wastewater.

The City Manager and Public Works Department are the offices with primary coordination responsibility.

### **US Department of Housing and Urban Development (HUD)**

The Department of Housing and Urban Development was established by the Housing and Urban Development Act of 1965, 79 Statute 667; 42 USC 3531-3537. HUD is the principal federal agency responsible for programs relating to housing needs, fair housing opportunities, and improving and developing the nation's communities. HUD administers mortgage insurance programs; rental subsidy programs; anti-discriminatory activities related to housing; and programs that assist in neighborhood rehabilitation. The Department stresses the role of states, cities, counties, and other units of local government in the solution of housing and community development problems through a number of program functions. Such activities, such as Urban Development Action Grants, assist local governments in maintaining and improving the availability of housing and the preservation of rehabilitation of local communities. Programs of research studies, testing, and demonstration are carried out through the awarding of grants, cooperative agreements, and contracts with industry, educational institutions, and units of local government.

There is a direct relationship with HUD relative to community grants. The City Manager and Community Development Department are the offices with primary coordination responsibility.

### **US Department of Health and Human Services**

The Department of Health and Human Services was created in 1953 as the Department of Health, Education, and Welfare and redesignated in 1979 under its current name by the Department of Education Organization Act, 93 Statute 695; 20 USC 3508. In addition to the Social Security System, the Department administers a broad range of social service and human development programs oriented toward the elderly, children of low income families, persons with physical and/or mental handicaps, runaway youths and Native Americans.

The Department conducts the following health related functions: provides national leadership and administration for a program of federal, state, and areawide health planning and health delivery systems; supports education for the health professions; conducts and supports research in the fields of medicine and related sciences; protects the health of the nation against impure foods, drugs, and cosmetics; and administers Medicaid and Medicare programs.

Ten regional offices represent the Department in official interactions with the state and local governments. Grants and technical assistance are available for the development of local health resources and the improvement of local social service systems. For example, state agencies may receive funding to establish community service programs. This is accomplished through the designation and funding of Area Agencies on Aging such as the role played by the TBRPC.

There is no direct relationship with the Department. The Office of the City Manager is the office with primary coordination responsibility, if needed.

### **US Department of Agriculture - Soil Conservation Service (SCS)**

The SCS is primarily responsible for classifying and mapping soil types and capabilities. It aids local governments and citizens with information and testing services to determine if specific soils capabilities related to development and agricultural practices. Existing coordination of these activities include providing soil consulting to local governments and individuals relating to effective and environmentally sound practices for agriculture and development pursuits.

There is no relationship with the Department. The Office of the City Manager is the office with primary coordination responsibility, if needed.

### **US Department of Justice**

The US Department of Justice was established in 1870 under 16 Statute; 28 USC 501, 503. The Department plays a key role in protecting the public from criminals and subversion, in providing and ensuring the healthy competition of business, in safeguarding the consumer, and in enforcing drug, immigration, and naturalization laws. The Department also protects citizens through its efforts for effective law enforcement, crime prevention, crime detection, prosecution, and rehabilitation of offenders.

The Department is comprised of a number of agencies that provide financial and technical assistance to state and local governments for improvements of correctional systems, drug control capabilities, and general law enforcement and criminal justice. Forms of technical assistance range from training of personnel to developing data base and communication systems. The Department also represents the government on legal matters.

The City's Police Department coordinates with the Justice Department through the National Crime Information Center. This information network allows the City access to Justice Department data banks for information concerning criminal justice. The relationship to the City is primarily regulatory and concerns the information network. The Police Chief is the point of primary coordination, if needed.

### **US Department of Transportation (USDOT)**

DOT was established in 1966 under 80 Statute 391; 49 USC 1651. DOT establishes the nation's overall transportation policy in regard to highway planning, development, construction, urban mass transit, railroads, aviation, and the safety of airports, ports and waterways, highways, and oil and gas pipelines. DOT consists of several administrations, a number of which provide financial assistance to state, regional, and/or local agencies for various transportation projects and programs, such as funding to the states for highway improvement, traffic operations and highway safety programs. Financial assistance is also provided for capital

and operating expenses, technical studies, managerial training, research and development projects, and demonstration projects.

There is no direct relationship between the City and DOT. The Office of the City Manager is the office with primary responsibility for coordination, if needed.

### **US Department of Commerce**

The Department of Commerce was titled as such in 1913 under 37 Statute 736; 15 USC 1501, which reorganized the Department of Labor and Commerce created under 32 Statute 825; 15 USC 1501.

The Department serves and facilitates the nation's economic development and technological advancement. It offers assistance and information to domestic and international business; provides social economic statistics and analysis for business and government planners; assists in the development of the US Merchant Marine; provides research and promotes the increased use of science and technology in the development of the economy; promotes foreign tourism; provides assistance to speed development of economically underdeveloped areas of the nation; seeks to improve the understanding of the earth's physical environment and oceanic life; and assists in the growth and development of minority businesses.

The Department encompasses a number of agencies that provide technical assistance and financial aid to state and local governments. The Economic Development Administration focuses on areas of excessive unemployment, while the National Oceanic and Atmospheric Administration awards grants to states for developing and carrying out plans for management of their coastal zones. All levels of government utilize data provided by the Department's Bureau of the Census.

There is no relationship between the City and the Department. The City Manager and Community Development Department are the offices with primary responsibility for coordination, if needed.

### **US Department of the Interior**

The Department of the Interior was created in 1849 under 9 Statute 395; 43 USC 1451. The Department administers most federally owned and managed public lands and natural resources; including water, mineral, fish, and wildlife. Jurisdictional responsibilities includes the coordination of Federal and State recreation programs, the preservation and administration of the nation's scenic and historic areas, operation of conservation and youth training programs, reclamation of lands, hydroelectric power systems and administration of programs for Native Americans.

State and local governments can receive financial and/or technical assistance from the Department for a number of activities including fish and wildlife restoration and management projects; surveys and research related to topography, geology, and water and mineral resources; historic preservation; acquisition of critical natural areas; acquisition and development of parks; enhancement and restoration of local recreational systems; Indian Affairs programs; and development of coal resources.

There is no relationship with the Department; however, development that potentially impacts eagle's nests is coordinated directly with the US Fish and Wildlife Service. The Office of the City



Manager and the Community Development Department are the offices with primary responsibility for coordination, if needed.

### **US Department of Education**

The Department of Education was created in 1979 under the Department of Education Organization Act, 93 Statute 668; 20 UDC 3401. The Department establishes national education policy and administers and coordinates most federal assistance to education. An Intergovernmental Advisory Council on Education, composed of elected officials, educators, parents, and students makes recommendations to the Secretary of the Department and the President for improvement of the administration of federal education programs.

The Department administers grants and technical assistance to state educational agencies and/or local school districts for a variety of purposes including: the elimination of segregation and discrimination; special programs such as Drugs and Alcohol Abuse Education; vocational and technical training; special programs and services to assist the handicapped; and support of post-secondary institutions and students. The Department also provides some financial support to federally aided institutions including colleges for the deaf and blind.

There is no relationship with the Department. The Office of the City Manager is the office with primary coordination responsibility, if needed.

### **US Department of Defense**

The Department of Defense was established as an executive department of the US Government by the National Security Act Amendments of 1949, 63 Statute 578; 5 USC 101. Through the Department, specifically the US Army Corps of Engineers, the Defense Department administers permitting programs designed to protect water quality and environmentally valuable wetland resources, to prevent alteration or obstruction of navigable waters, and to control dumping of dredged materials into ocean waters. The types of activities requiring permits include excavating and filling, construction, and work in ocean waters such as beach renourishment.

The Corps' programs are administered through 37 districts nationwide. Florida falls within the Jacksonville, Florida and Mobile, Alabama districts. Due to overlapping legal jurisdictions, the Corps and FDER jointly review permit applications, issue joint public notices, and where possible, hold joint public hearings.

The City would coordinate dredge and fill permit review with the Corps should the occasion arise, but other than this there is no formal relationship with the Department of Defense. The Office of the City Manager is the office with primary responsibility, if needed.

## **COORDINATION WITH UTILITY COMPANIES**

### **Florida Power Corporation**

The City has a franchise agreement with FPC to provide electricity for city residents and nonresidential uses. The City has developed a cooperative working relationship with the local Zephyrhills and Land O'Lakes FPC offices. A FPC representative is available (when necessary) for review of development and redevelopment proposals. FPC is regulated by the Public Service Commission.

### **General Telephone Company of Florida**

The City has a franchise agreement with GTE to provide telephone service to residential and nonresidential uses. The City coordinates with the local GTE offices in Lakeland, when necessary. GTE is regulated by the Public Service Commission.

### **Florida Satellite Network Cablevision**

The City has a franchise agreement with FSN to provide cable television service to residential and nonresidential uses.

### **Tampa Electric Company (TECO) Gas**

The City has a franchise agreement with TECO to provide natural gas to residential and nonresidential uses. Natural gas lines were initially installed in Zephyrhills in 1998 and will continue to be installed until the year 2000. The City of Zephyrhills Utility and Fire departments monitor the location and installation of natural gas lines.

## ANALYSIS

Pursuant to Chapter 9J-5.005(2) the ICE element will: discuss the effectiveness of existing coordination mechanisms which are used to further intergovernmental coordination; identify and discuss specific problems and needs within each element of the Comprehensive Plan which would benefit from additional coordination; compare the growth and development proposed in the Plan with appropriate comprehensive regional policies in order to evaluate the need for additional coordination; and coordinate the Plan with rules, principles, and guidelines for development in any area of critical state concern falling within the jurisdiction of the City.

### **Effectiveness of Existing Coordination Mechanisms**

#### ***Existing Contracts and Agreements***

The City of Zephyrhills has 2 formal agreements, 3 utility or service agreements. The effectiveness of these coordination mechanisms have proven to be effective and require no change.

#### ***Coordination with Local Governments and Countywide Entities***

**Pasco County Government.** Interlocal Agreements are in place between the City and the County for wastewater treatment services, hazardous material spill response, solid waste disposal, affordable housing programs administration, land use related technical assistance, joint application for NPDES permitting, and emergency medical and fire services.

Formal coordination mechanisms in place at this time are four Interlocal Agreements with Pasco County pertaining to:

- delineation of water/sewer service areas;
- exchange of development plans for sites within one-half mile of the city limits;
- formalized fire protection and police service areas; and
- a liaison with the County School Board for school planning purposes.

**Pasco County School Board.** The City has established a liaison with the Pasco County School Board (PCSB) Planning Manager with the Department of Facilities for future communication/coordination regarding school sites/expansions, and annexations. A joint planning process will be developed where Pasco County notifies the City of any school-related activities with the greater Zephyrhills area. The process will also show the relationships and state guidelines and principles to be used to accomplish the coordination of the adopted Comprehensive Plan and the Plan of the School Board.

**Pasco County Sheriff's Department.** The City cooperates and Coordinates with the Sheriff's Department on a regular basis for issues, which concern both agencies. Contact between elected officials, administrators, and law enforcement officials occurs as needed.

**City of Dade City.** The Zephyrhills Fire Department operates under a mutual aid agreement with the Dade City Fire Service. The City Planners also meet monthly to go over planning related issues. The City would benefit from additional planning coordination between Dade City, located eight miles north of Zephyrhills. Additional coordination and communication between the cities is essential to ensuring proper future land uses along the currently rural US 301 corridor between Zephyrhills and Dade City.

**Pasco County Metropolitan Planning Organization.** The MPO coordinates transportation planning efforts between the County, cities in Pasco County, adjacent MPO's and the Florida Department of Transportation (FDOT). The MPO's Technical Advisory Committee (TAC) promotes intergovernmental coordination on transportation issues. Zephyrhills is represented on the TAC and the MPO.

### ***Coordination with Federal, State, and Regional Agencies***

The City coordinates and communicates with the TBRPC on an as needed basis. The TBRPC serves as the state-designated regional clearinghouse and, as such, reviews all grant and permit applications submitted for regional impacts which effect the City.

Through the permitting process and the allocation of federal and state grant funds, the City communicates and coordinates with various federal and state agencies that have regulatory and review jurisdiction over development in the City.

Coordination and communication between the City, Dade City, the County, and TBRPC are viewed as necessary to address future land uses along the currently rural US 301 corridor between Zephyrhills and Dade City.

### ***Coordination with Utilities***

The provision of utility services is provided through formal franchise agreements. These mechanisms have proved to be effective and require no change.

### **Intergovernmental Coordination and Plan Elements**

This section discusses specific problems and needs within each comprehensive plan element that would benefit from improved or additional intergovernmental coordination.

#### ***Future Land Use Element***

Issue: Prevention and elimination of incompatible uses along common boundaries.

Finding: Due to rapid growth in the City and surrounding area, it is imperative that Zephyrhills coordinate and consult with Pasco County to ensure that future changes in zoning and land use along common boundaries reflect the types of land uses typical of those areas. Problematic land uses should also be coordinated with Pasco County. The City is interested in entering into an Interlocal Agreement with Pasco County to establish a Planning Area for properties anticipated to be annexed into the City. Establishment of a Planning Area would allow the City to designate future land uses for these lands in advance of the annexation. As a step in this direction, policies addressing this issue have been added to the ICE and the Future Land Use Element. Additionally, the City is interested in establishing and implementing a Joint Planning Area with Pasco County to address annexation and enclave issues. A priority has been placed on eliminating existing enclaves and annexing certain properties that will clear up existing jurisdictional problems.

Through exchange of official documents, ordinances, contracts and interlocal agreements, communication and cooperation can be improved. Proposed plans, studies and data is exchanged at the staff level to assure that each governmental body is aware of issues of intergovernmental concern. City membership on countywide task forces and boards (such as

the MPO) would further open lines of communication and provide for input from all areas of the county.

Issue: Strip commercial development along the US 301 corridor north of Zephyrhills.

Finding: Additional coordination and communication between the City and County planning agencies would be helpful in addressing future land uses along the currently rural US 301 corridor between Zephyrhills and Dade City.

### ***Transportation Element***

Issue: Efficient transportation network in the Zephyrhills area.

Finding: The City has established a good working relationship with the Pasco County MPO and FDOT. The City has a representative on the MPO Board and Technical Advisory Committee (TAC). The City has been able to coordinate significant transportation improvements with involvement with the MPO and FDOT. The construction of the East and West Zephyrhills Bypasses have improved traffic flow around the City and reduced the traffic volumes on US 301. The opening of the one way pairs (6<sup>th</sup> and 7<sup>th</sup> streets) in 1998 have also improved traffic flow on US 301.

A PD&E study is presently underway for continuing the one way pairs in the southern portion of the City to address LOS problems on south US 301. Also, the City has planned road improvements for the extension of Greenslope Drive and South Avenue/6<sup>th</sup> Avenue that were coordinated with the MPO and FDOT. The Greenslope Drive project will provide a north/south collector road to reduce trips on north US 301 where there is an anticipated LOS problem (year 2010). The City will continue to coordinate with the MPO and FDOT in solving traffic issues.

### ***Infrastructure Element***

Issue: The City is located in a number of drainage basins under the jurisdictions of the City and Pasco County. Since flooding has occasionally occurred in the areas of the Silver Oaks Subdivision, Meadowood Estates, Zephyr Lake area, and Downtown, it is important that the City and the County coordinate drainage improvements on a basinwide basis.

Finding: The City has coordinated with Pasco County and SWFWMD to address solutions for the drainage problem at Silver Oaks Subdivision. The City is also working with Pasco County on a two million dollar grant that will address drainage/flooding along the entire Zephyr basin. The project would involve the construction of a 70 acre detention pond on the south side of Eiland Boulevard on Zephyr Creek. Additionally, the City has received a grant to conduct a citywide stormwater master plan. A consultant has been hired to identify drainage problems and recommended corrective measures to these problems.

### ***Recreation and Open Space Element***

Issue: Maintenance and Coordination of Recreational Facilities

Finding: The City will need to continue applying for Florida Recreational Development Assistance grants administered through FDEP for ongoing park improvements. An additional park property will also need to be identified on the north end of the City.

Issue: Preservation and Acquisition of Open Space

Finding: The City should closely coordinate with Pasco County and the State to protect natural resources and open space in the City and to acquire additional property that may become available for open space.

### ***Capital Improvements Element***

The City has an established Capital Improvements program and capital budgeting procedure to ensure that the City's capital needs are met.

Issue: Coordination of Concurrency Management

Finding: It is important that the City coordinate its adopted levels of service standards with the entity that has operational responsibility, such as Pasco County's solid waste facilities. It is also important that the City coordinate concurrency management methodologies and development/populations projections with service providers.

### ***Economic Element***

Issue: Increase and diversify the economic tax base.

Finding: The City had begun to actively pursue state grants for the revitalization of the Downtown area. A community redevelopment area and tax increment financing authority have been established to help promote a thriving downtown. The Zephyrhills Municipal Airport and Industrial Park are also providing new economic growth to the community. In 1999, the City adopted an economic incentive ordinance to assist businesses wanting to locate in Zephyrhills. The City will need to continue creative approaches to ensure continued economic growth and prosperity.

### **Evaluation and Appraisal Process**

Each year the City of Zephyrhills completes an annual report to examine the effectiveness of the Comprehensive Plan, and to identify the need for improvements. In addition, by statute, the City must complete an evaluation and appraisal report (EAR) on the Comprehensive Plan on regular intervals in order to complete updates. Both of these mechanisms are used to complete changes to the Comprehensive Plan that may be necessary to coordinate with the plans of others, moderate the plan's effect on others, and maintain internal consistency.

## **CONSIDERATION OF OTHER'S PLANS – CAMPUS MASTER PLANS AND SPECIAL DISTRICTS**

This section identifies campus master plans and the plans of special districts that affect the local government's comprehensive plan. The focus of the discussion in this section is on the identification of issues in the plans of others (campus master plans and special district plans) that may have an affect upon the local government comprehensive plan and an inclusion of a process to resolve those issues. In order to accomplish this, existing coordination mechanisms are identified and analyzed for their effectiveness and supplemental coordination mechanisms are identified which include useful existing mechanisms and additional supplemental coordinating mechanisms, as necessary.

### **Campus Master Plans**

The City is not impacted by any campus of the State University System, therefore, there is no conflict with, or impact upon, the City's comprehensive plan.

### **Special Districts**

The State has declared its policy to foster coordination between local governments and special districts. This is accomplished in the ICE and includes coordination of public facilities owned and operated by the special districts and the consistency of plans to build, improve, or expand these facilities, as well as their current and future demands and capacities, with the local government comprehensive plans.

The coordination occurring between local governments and special districts is similar to that of campus master plans, whereby impacts that the special district may have upon the local government must be coordinated to ensure consistency with the comprehensive plan (Sections 489.404(h) and 189.4155 (1), FS).

### ***Dependent Special Districts***

Special districts are authorized under Chapter 189, FS, and must either be dependent or independent. Dependent special districts have at least one of the following characteristics:

- Its governing body members are identical to the governing body of a single county or single municipality (i.e., community redevelopment agency);
- Its governing body members are appointed by the governing body of a single county or single municipality (i.e., housing authority);
- Its governing body members are subject to removal by the governing body of a single county or single municipality (i.e., housing authority);
- Its budget requires approval by the governing body of a single county or single municipality;
- Its budget can be vetoed by the governing body of a single county or single municipality.

There are 00 dependent special districts (DSD) in the City. However, by virtue of the fact that DSDs are either the local government or board appointed by the local government, with a budget approved or vetoed by the local government, no additional coordination with these DSDs is necessary. The local government has many opportunities to ensure that the actions of the DSDs are consistent with the comprehensive plan.

### ***Independent Special Districts***

An independent special district (ISD) is defined as follows:

- It is not dependent as defined in the preceding paragraphs;
- Its boundaries cover more than one county (i.e., SWFWMD)
- Its boundaries exceed that of a single municipality (i.e.,
- It was created by general law authorization or by special act;
- It operates as an independent political subdivision within defined district boundaries;
- It constructs basic public infrastructure or provides public services such as drainage, lighting, fire protection, etc. Many have revenue raising authority such as ad valorem taxing, or non ad valorem assessments, fees, or charges on benefited property.

The Zephyrhills Municipal Airport Authority is currently the only independent special district (ISD) in the City. Additional special districts located in Pasco County and relate to the comprehensive plan are as follows:

- Pasco Soil and Water Conservation District
- Southwest Florida Water Management District (SWFWMD)
- Tampa Bay Water (TBW)

The remaining 00 ISDs have no public facilities as defined in Chapter 189.403(7), FS.

### ***Required Special District Coordination***

As provided for in Chapter 189, FS, special districts are required to submit a public facilities report within one year of their creation to the local government with jurisdiction over the area the special district operates. Prior to creation of a special district, the local governing body must declare that the creation of the district is consistent with the adopted comprehensive plan (Section 189.404(4)(h), FS), and that the local governing body has no objection to the creation of the proposed district (Section 189.404(2)(e)4, FS).

The following lists a summary of special district actions necessary to coordinate with the local government:

- provide a public facilities report to the local government within the first year of the special district creation;
- updated every five years or to coincide with local government evaluation and appraisal report due date;
- provide notice of any changes annually;
- Describe each public facility owned and operated, its current capacity, current demands, and its location;
- Describe plans to build, improve, or expand a public facility within the next five years and include a description of how the facility will be financed and timing for construction;
- Describe plans to replace public facilities within the next ten years;
- Describe anticipated capacity of public facilities and demands on each public facility when completed; and
- File with the local government the registered office and agent as well as a schedule of the special district's regular meetings.

Southwest Florida Water Management District (SWFWMD) – Independent



Existing Coordination Mechanism: 1) Public Meetings – The eleven member board meets twice monthly and allows public input on their decisions, plans, and actions. The Basin Board meets once every two months and includes input from the Governing/Basin Board Planning Committee which also has regular public meetings. 2) Staff – The Community Affairs Department of the SWFWMD maintains regular, consistent interaction with local government and helps identify and resolve water management issues in a timely, coordinated fashion. The SWFWMD Planning Department is responsible for providing land and water resource planning, awareness, and technical assistance including long range planning which integrates water management activities with local growth management efforts. The Department is responsible for a comprehensive local government planning assistance program. The Public Communications Department for SWFWMD is responsible for coordinating, facilitating, clarifying, and disseminating information on water issues.

Analysis of Effectiveness: The coordinating mechanisms have been effective in coordinating the plans of SWFWMD with the City's Comprehensive Plan. No changes are recommended.

## **IDENTIFICATION AND IMPLEMENTATION OF JOINT PLANNING AREAS**

Section 163.3177, FS, states that the "...intergovernmental coordination element shall provide for procedures to identify and implement joint planning areas, especially for the purpose of annexation, municipal incorporation, and joint infrastructure service areas." This section will identify and suggest ways to improve upon the implementation of joint planning areas that relate to local government comprehensive plans.

A joint planning area represents an area where: 1) a municipality or county government provide municipal services to another local government; 2) both a municipality and county government provide municipal services to the same area; or 3) a municipal or county government has designated a planning area with the intent of future annexation.

### **Annexation and Service Areas**

#### ***Existing Coordination Mechanisms***

The City has not yet executed an interlocal agreement with Pasco County for the purpose of identifying a Planning Area to define the ultimate buildout of the City's municipal boundaries. A policy has been added to this Comprehensive Plan directing the City to do so.

#### ***Analysis and Effectiveness***

Not applicable until said interlocal agreement is in place.

## **JOINT PROCESSES FOR COLLABORATIVE PLANNING AND DECISION MAKING**

Section 163.3177, FS, states that the "...intergovernmental coordination element shall describe joint processes for collaborative planning and decision making on population projections and public school siting, the location and extension of public facilities subject to concurrency, and siting facilities with countywide significance." In addition, "[w]ithin one year of adopting their intergovernmental coordination elements, each county, all municipalities within that county, the district school board, and any unit of local government service providers in that county shall establish by interlocal or other formal agreement executed by all affected entities, the joint process described..."

## **Population Projections**

The City relies on population projections provided by the state.

Existing Coordination Mechanisms: Contact – Katherine Burbridge, Pasco County Growth Management Division.

Analysis of Effectiveness: These coordination mechanisms have been effective in coordinating the

## **School Siting**

The 1995 Legislature enacted Chapter 95-341, Laws of Florida, which made dramatic changes relating to how schools were to be coordinated with local government comprehensive plans. A key requirement was that by October 1, 1996, each local government was to include criteria for the siting of public schools. Even though many local governments met the original deadline, the 1998 Legislature passed Senate Bill 2474 (Chapter 97-176, Laws of Florida) which changed this deadline to October 1, 1999, and added requirements for the collocation of public facilities such as libraries, parks, and community centers.

With adoption of this comprehensive plan, the City of Zephyrhills will have necessary comprehensive plan policies in place to be compliant with the School Siting Act. The City's next steps will be to amend the Land Development Code to be consistent with these policies and to enter into an interlocal agreement with the Pasco County School Board outlining specific coordination mechanisms.

Existing Coordination Mechanisms: There are currently no formal coordination mechanisms in place; however, policies toward this end have been added to this Comprehensive Plan.

Analysis of Effectiveness: Not applicable as there are currently no formal coordination mechanisms in place.

## **Facilities Subject to Concurrency**

Facilities subject to concurrency include:

- Potable water
- Sanitary sewer
- Solid waste
- Stormwater drainage
- Transportation
- Parks and recreation

The City has relationships with other agencies to provide these facilities and services. Separate from facility location and construction, however, is the need for coordination of local government concurrency methodologies and systems, and levels of service with other units of local government providing services, but not having the regulatory authority over the use of land (i.e., FDOT for state roads).

Potable Water: An interlocal agreement between the City and Pasco County provides for City review of any development proposal which may impact the potable water levels of service.

Sanitary Sewer: An interlocal agreement between the City and Pasco County provides for City review of any development proposal which may impact the sanitary sewer levels of service.

Solid Waste: Pasco County provides countywide solid waste disposal at the Pasco County Resource Recovery Facility. The City coordinates with Pasco County through annual reports that provide the County with estimates for reserved capacity for the upcoming year.

Stormwater Drainage: The City implements stormwater management through its development review process. The City coordinates with SWFWMD during the development review process, and requires proof of permitting by SWFWMD. The City coordinates with Pasco County through the National Pollution Discharge Elimination System (NPDES) process.

Transportation: Transportation facilities are coordinated on a countywide basis through the Pasco County MPO. This group of elected officials from local government and staff from FDOT coordinate state, county, and local improvements to roadways. Additionally, the City coordinates with both FDOT and the County through the development review process to resolve level of service and access issues.

Parks and Recreation: Parks and other recreation facilities are provided on a local basis to municipal residents and on a countywide or regional basis with the provision of larger county facilities. The County uses the unincorporated population to calculate the need for regional parks; although all residents of the County should be considered.

#### **Facilities with Countywide Significance**

Facilities related to the comprehensive plan that are of countywide significance include: the Pasco County Resource Recovery Facility; transportation facilities and services such as mass transit; Pasco County Emergency Operations Center; and hurricane shelters and evacuation routes.

Coordination pertaining to designated Area of Critical State Concern is not addressed in the ICE, as there are no such areas in the City.

#### **Existing Coordination Mechanisms:**

Resource Recovery Facility and Emergency Operations Center: Public Meetings – These services are operated by the Pasco County Board of County Commissioners. The Commission is elected on a countywide basis, representing both incorporated and unincorporated areas. Major decisions concerning countywide facilities are made at public meetings where residents, business owners, and local government representatives have an opportunity to express concerns or ideas.

Major Transportation Facilities and Mass Transit: Public Meetings – These items are coordinated at public meetings through the Pasco County MPO. The MPO is governed by a board comprised mainly of local government elected officials.

Hurricane Shelters and Evacuation Clearance: Staff Meetings – The provision of hurricane shelters and evacuation of vulnerable populations are coordinated through various staffs of TBRPC, Pasco County Department of Emergency Management, and local governments.

Analysis of Effectiveness: The existing coordination mechanisms have been effective in coordinating these countywide facilities.

## **Problematic Land Uses**

Section 163.3177(3)(h)2, FS, states that a local government “shall describe joint processes for collaborative planning and decision making on...siting of facilities with countywide significance, including locally unwanted uses whose nature and identity are established in an agreement.” The following section discusses those locally unwanted land uses using the term problematic land uses.

Problematic land uses are uses that may not be wanted in an area by citizens or businesses due to the real or perceived negative effects associated with these uses. However, in many cases a local government is limited in the way it can restrict the location of these uses and in other cases, such as for the location of low and moderate income housing, the use furthers a legitimate public purpose. Problematic land uses often include land uses that are protected by the US Constitution and federal or state law, such as adult entertainment uses, telecommunication facilities (i.e., cellular towers), power transmission lines, low to moderate income housing, and group living facilities. Many citizens and business owners do not want these uses located nearby, making the local government’s decision to allow or not allow placement in a particular location a very difficult one.

Existing Coordination Mechanisms: There are procedures presently in place used to coordinate problematic land uses; however, there is no formal agreement in place. Examples of procedures include special task forces, public meetings or hearings, and notification of adjacent jurisdictions.

Analysis of Effectiveness: This mechanism has not been tested in Zephyrhills.

## **VOLUNTARY DISPUTE RESOLUTION PROCESSES**

Chapter 163.3177, FS, states that “...the intergovernmental coordination element...may provide for a voluntary dispute resolution process...for bringing to closure in a timely manner intergovernmental disputes...[ ]. A local government may develop and use an alternative local dispute resolution process for this purpose.”

### **Tampa Bay Regional Planning Council**

The TBRPC is recognized in Rule 29H-13, FAC, as a mediator and conciliator and for that reason has been established to reconcile differences on planning and growth management issues among local governments, regional agencies, port master plans, and private interests. This voluntary dispute resolution process is designed to handle a wide range of issues and cover a four county region.

Existing Coordination Mechanisms: TBRPC’s Voluntary Dispute Resolution Process – The TBRPC’s role as a mediator and conciliator can be utilized to reconcile differences on planning and growth management issues as outlined in Rule 29H-13, FAC.

Analysis of Effectiveness: No additional coordination needs have been identified.

# GOALS, OBJECTIVES, AND POLICIES

## Introduction

Pursuant to Sections 163.3177(6)(h), F.S., and Section 9J-5.015, F.A.C., the following represents the Intergovernmental Coordination Goals, Objectives and Policies of the City of Zephyrhills. In addition to statutory requirements, the following Goals, Objectives and Policies were developed in keeping with the character, conditions, both environmental and social, and desires of the community. These Goals, Objectives and Policies are intended to address the establishment of the long-term end towards which the intergovernmental coordination programs and activities are ultimately directed.

## Implementation

Unless otherwise stated, the implementation of objectives and policies shall be developed, adopted, and application of regulations set forth in the City Code of Ordinances and Land Development Code.

**GOAL**                    Improve intergovernmental coordination to successfully implement local  
ICE-1:                    government comprehensive plans and to resolve conflicts resulting from the  
                                 plans.

## **Development and Capital Projects**

**OBJECTIVE**    Review each element of the comprehensive plan to:  
**ICE-1-1**           a. Identify and coordinate items that are of mutual interest to others;  
                         b. Identify issues that should be coordinated with others;  
                         c. Address through coordination mechanisms the impacts of development on  
                             others;  
                         d. Others shall include the Pasco County School Board, other units of local  
                             government providing services but not having regulatory authority over the  
                             use of land, adjacent local governments, and regional, state, or federal  
                             agencies.

**POLICY**            Continue established reciprocal agreements which call for review and comment  
**ICE-1-1-1**        upon requests for development approval occurring within one-half mile of the  
                         City limits. All proposed development near the city boundary limits or being  
                         considered for annexation shall be reviewed with Pasco County to ensure  
                         consistency with both City and County comprehensive plans.

**POLICY**            Share planning, development, and capital improvement data and information  
**ICE-1-1-2**        with Pasco County as requested. Copies of plans, studies, ordinances and land  
                         development regulation which would affect either party shall be exchanged on a  
                         regular basis. Also, share the costs of public facilities and services for which  
                         there are mutual benefits to municipal and county residents, including  
                         resumption of discussion on providing library services to County residents with  
                         contribution to the City from Pasco County.

**POLICY**            The City will forward site plans which require access to state or county  
**ICE-1-1-3:**        roadways to affected jurisdictions for comments.

**POLICY** The City will coordinate access to state or county roads with Pasco County or  
ICE-1-1-4: FDOT.

**POLICY** The City will review the plans and independent special district facility reports of  
ICE-1-1-5: the Pasco County Public Transit (PCPT), the Southwest Florida Water Management District, and Tampa Bay Water and identify and resolve any conflicts with the City's Comprehensive Plan, including concurrency related items.

### **Joint Processes for Facilities Subject to Concurrency**

**OBJECTIVE** Cooperate with Pasco County to establish a means by which level of service  
ICE-1-2: standards are coordinated and consistent between jurisdictions.

**POLICY** The City of Zephyrhills will apply Pasco County LOS standards for county  
ICE-1-2-1: provided services within the municipal area.

**POLICY** Prepare a list of adopted LOS standards with rationale for each and circulate  
ICE-1-2-2: for comment to other relevant public entities. (Relocated from Policy ICE-1-2-7)

**POLICY** The City will coordinate with service providers to develop recommendations  
ICE-1-2-3: addressing coordination of concurrency management systems and levels of service.

**POLICY** The City will coordinate transportation needs with Pasco County and FDOT.  
ICE-1-2-4:

**POLICY** The City will coordinate the development of its stormwater management plan  
ICE-1-2-5: with Pasco County for comments pertaining to their respective plans.

### **Joint Planning Areas (Potential Annexation Areas)**

**OBJECTIVE** The City of Zephyrhills will follow state guidelines on annexation procedures and  
ICE-1-3: establish a Joint Planning Area with Pasco County to continue resolving existing enclave and jurisdictional issues where feasible.

**POLICY** The City of Zephyrhills will continue to secure annexation agreements as a  
ICE-1-3-1: condition of extending City water and/or sewer service.

**POLICY** Annexation requests shall be reviewed for compliance with state law for  
ICE-1-3-2: contiguity, compactness, enclaves, and the procedures for annexation agreements/indentures.

**POLICY** The City will provide a copy of its published or posted notice of annexation, via  
ICE-1-3-3: certified mail, the Board of County Commissioners, as required by Section 171.044(6), FS.

- POLICY**  
ICE-1-3-4: The City will coordinate with Pasco County to establish a joint planning process and delineate direction and extent of annexation for the planning period.
- POLICY**  
ICE-1-3-5: The City's planning area and build-out boundaries shall be identified by interlocal agreement with Pasco County.
- POLICY**  
ICE-1-3-6: The City's service area shall be identified by interlocal agreement with Pasco County.

### **Joint processes for Facilities with Regional Significance**

- OBJECTIVE**  
ICE-1-4: Identify and describe joint processes for collaborative planning for facilities with regional significance and problematic land uses.
- POLICY**  
ICE-1-4-1: The City will cooperate in the conservation of regionally significant natural resources such as potable water supply through participation in federal, state, regional or local programs which address multi-jurisdictional natural resource protection.
- POLICY**  
ICE-1-4-2: Increase participation with the regional planning efforts of the Tampa Bay Regional Planning Council (TBRPC) where those efforts will result in greater coordination, efficiency and effectiveness of problematic issues which inherently are not confined by political jurisdiction
- POLICY**  
ICE-1-4-3: All proposed development will be reviewed to be consistent with and further the Regional and State Comprehensive Plan.
- POLICY**  
ICE-1-4-4: Maximize participation in state and federal funding programs and comply with their requirements.
- POLICY**  
ICE-1-4-5: Maximize participation in the planning efforts of the Florida Department of Transportation (FDOT).
- POLICY**  
ICE-1-4-7: Compare LOS standards with those of Pasco County and other nearby municipalities to confirm appropriateness of quantitative measures, including elements of traffic, sanitation and utility standards.
- POLICY**  
ICE-1-4-8: The City will coordinate proposed future land use policies affecting any regional resource with TBRPC.
- POLICY**  
ICE-1-4-9: The City of Zephyrhills will coordinate with Pasco County and local organizations in an effort to develop solutions to address problem of yard trash/junk.
- POLICY**  
ICE-1-4-10: The City of Zephyrhills will coordinate with Pasco County and local organizations in an effort to develop solutions to address problem of yard trash/junk.

## **Joint Processes for School Siting**

- OBJECTIVE**  
ICE-1-5: Pursuant to Section 163.3177 and Chapter 235, Florida Statutes, identify and describe mechanisms for intergovernmental coordination and cooperation between the City of Zephyrhills and the Pasco School Board relative to the school siting Act.
- POLICY**  
ICE-1-5-1: Maximize participation between the City of Zephyrhills and the local school boards by amending the Land Development Code to contain school coordination provisions and annexation provisions.
- POLICY**  
ICE-1-5-2: The City will annually review School Board plans for school siting within the City for consistency with the Comprehensive Plan.
- POLICY**  
ICE-1-5-3: At least 60 days prior to the purchase or leasing of property for an educational facility within or adjacent to the City, the School Board shall notify the City of the location of the site. The City will conduct their review within 45 days of receipt of the notification. The City may request a delay of action when additional time is needed for impact analysis.
- POLICY**  
ICE-1-5-4: The City shall consider the effects of the location of public educational facilities and encourage collocation of public facilities when planning for new or expanded educational facilities.
- POLICY**  
ICE-1-5-5: The City may impose reasonable development standards and conditions for new or expanded educational facilities.

## **Joint Processes for Population Projections**

- OBJECTIVE**  
ICE-1-6: Identify and describe joint processes for collaborative planning on population projections.
- POLICY**  
ICE-1-6-1: The City will coordinate with County and TBRPC to develop countywide population projections.
- POLICY**  
ICE-1-6-2: The City will review draft population projections and consider for use in the comprehensive plan.
- POLICY**  
ICE-1-6-3: The City will forward population projections used in the Comprehensive Plan to the School Board for their planning efforts.
- POLICY**  
ICE-1-6-4: The City will enter into an interlocal agreement with the School Board addressing joint utilization of population projections.



## **Dispute Resolution**

**OBJECTIVE**  
ICE-1-5: Bring intergovernmental disputes to closure in a timely manner through the use of voluntary dispute resolution processes.

**POLICY**  
ICE-1-5-1: Utilize TBRPC as a forum to resolve conflicts with other local governments through the regional planning council's informal mediation process.

**POLICY**  
ICE-1-5-2: The City shall use the appropriate voluntary dispute resolution processes adopted by the City.

**POLICY**  
ICE-1-5-3: The City will coordinate with County and TBRPC to resolve planning-related disputes.

## **LOS/Concurrency**

The City will coordinate its level of service, concurrency management methodologies, and land development regulations with FDOT and Pasco County to encourage compatibility with the appropriate jurisdiction's level of service and access management standards for county and state maintained roadways.

The City will coordinate with service providers that have no regulatory authority over the use of land in the City to develop recommendations that address ways to improve coordination of the City's concurrency management technologies and systems, and levels of service.

The City will forward its standards for incompatible land uses to neighboring jurisdictions and the School Board to solicit comments pertaining to the proposed action in relationship to their respective plans.

The City will review of locational standards to reveal and resolve conflicts between neighboring jurisdictions' regulations

The City will coordinate with County, TBRPC, or ad-hoc committees on citywide guidelines for location of problematic land uses].

The City will implement the countywide Local Hazard Mitigation Strategy, as adopted and amended, and shall continue to participate in the countywide working group.

The City will coordinate with TBRPC, FDEP, and SWFWMD in the protection of natural resources (greenways, habitat, Green Swamp, wetlands, and floodplains).