



INTERGOVERNMENTAL COORDINATION ELEMENT

GOAL, OBJECTIVES & POLICIES

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GOAL IG: INTERGOVERNMENTAL COORDINATION.

It is the goal of the City of Casselberry to identify and resolve incompatible goals, objectives, policies and development proposed in the Comprehensive Plan, and to determine and respond to the need for coordination processes and procedures with adjacent local governments, and regional and state agencies. The City establishes the objectives and policies below, identified by the precedent "IG", towards the accomplishment of this goal.

OBJECTIVE IG 1. COMPREHENSIVE PLAN COORDINATION. It is the City of Casselberry's objective to take specific action during the range planning period (2009-2019) to correct incompatibilities which currently exist between the City comprehensive plan and plans of other jurisdictions. Coordination efforts shall be based on relevant data and analysis in the respective jurisdictions' comprehensive plans or on other relevant best available data when applicable. Coordination efforts are intended to reduce inefficiency in the provision of public services and facilities and to minimize land use conflicts.

Policy IG 1.1 **Compatibility with the Seminole County School Board.** Casselberry shall continue throughout the planning period (2009-2019) to have both informal and formal contact with the Seminole County School Board in order to encourage cost effective service, to allow for proper review of school sites, participation on the School Board Capital Outlay and Housing Committees and other related joint planning committees, and to avoid unnecessary duplication in the provision of indoor/outdoor recreation services. Contact shall include meetings, telephone exchanges, letters and other written communication, and other forms of coordination up to and including the establishment of interlocal agreements and avoid unnecessary duplication in the provision of indoor/outdoor recreation services, as well as applicable areas (i.e., school capacity reservation, stormwater control, the reduction of potable water usage, etc.) which the City and School Board may address.

Policy IG 1.2 **Compatibility with Adjacent Municipalities.** Casselberry shall continue throughout the planning period (2009-2019) to have both informal and formal contact with adjacent municipalities and utilities regulated by the public service commission in order to encourage cost effective service and avoid unnecessary duplication in the provision of governmental services. Contact shall include meetings, telephone exchanges, letters and other written communication, and other forms of coordination up to and including the establishment of interlocal agreements.

Policy IG 1.3 **City Public Service Representative.** Throughout the planning period (2009-2019), City of Casselberry representatives from each department shall participate in functions whose purpose is that of coordinating regulatory activities of federal, state, regional, county or local agencies to reduce unnecessary duplication and to maximize the effectiveness of existing manpower and revenue allocations.

Policy IG 1.4 **Compatibility with Seminole County.** The City of Casselberry shall continue in effect all interlocal agreements entered into with Seminole County for police and fire aid, and any other agreements currently in effect. Also, the City will coordinate with FDOT, LYNX, Metro Plan and any other potential future mass transit service providers to address the provision of mass transit services. This policy is not to be construed to

prevent alteration, modification or termination of interlocal agreements by reason of mutual consent or a mutually entered into mediation process.

Policy IG 1.5 **Compatibility with Adjacent Counties.** Throughout the planning period (2009-2019) the City shall, through the use of the comprehensive planning process, coordinate land use issue resolution with the land use plans of adjacent counties, by maintaining consistency with the Regional Policy Plan prepared by the East Central Florida Regional Planning Council. Coordination of Land Use Consistency shall also include the ability to possibly provide mass transit opportunities on a regional basis.

Policy IG 1.6 **Compatibility with Other Non-Regulatory Service-Providers.** The City of Casselberry shall exchange data, mapping, and other information with utility providers and mass transit providers when such information will help increase efficiency through the reduction of duplication of effort in the location of power lines or other such facilities in relation to City water and sewer lines. It is the intent of this policy that coordination take place between the City and other service providers not having regulatory authority over the use of the land.

OBJECTIVE IG 2. DEVELOPMENT IMPACT COORDINATION MECHANISMS. It is the City of Casselberry's objective to take specific action during the planning period (2009-2019) to coordinate the projected increased in development capacity necessary to meet the expected demands of the incorporated service area's future population. The impacts of development, including issues of land use compatibility shall be based on relevant data and analysis in the City as well as in other jurisdictions.

Policy IG 2.1 **Ranked Development Criteria.** Throughout the planning period (2009-2019) the following ranked criteria shall be used by Casselberry to establish priorities for the provision of public services and facilities:

- 1- **Correction of Health/Safety Threat.** Provision of service to existing developed areas in the event there exists an immediate threat to public health or there are safety or serious pollution problems;
- 2- **Upgrading of Service to Meet Regulatory Requirements.** Upgrading of the pollutant removal capabilities of existing public facilities or the treatment levels of existing public facilities in order to bring them into compliance with regulatory standards;
- 3- **Scheduled Expansion.** Expansion of service to areas within designated service areas as identified in the City of Casselberry Comprehensive Plan and scheduled in the Capital Improvements Program;
- 4- **Unscheduled Expansion.** Provision of service to areas scheduled to be developed in the long range planning period as identified in the City of Casselberry Comprehensive Plan;

The Community Development Department and the Public Works Department shall apply these priorities in the development of departmental procedures, standards and written guidelines.

Policy IG 2.2 **Service Area Boundaries.** The City of Casselberry Community Development Department shall meet with adjacent governments, authorities and private utilities and shall seek to establish interlocal agreements on public facilities service area boundaries so that there are no unnecessary duplications of service lines or conflicts in service provision. Agreements shall be sought with Seminole County, adjacent municipalities, and with regional and state agencies as necessary.

Policy IG 2.3 **Regional Planning Council Informal Mediation.** Throughout the planning period (2009-2019) the City of Casselberry shall maintain contact with the East Central Florida Regional Planning Council. In the event that an inter-jurisdictional conflict arises for which the jurisdictions involved are unable to agree upon a resolution, the conflict shall be brought before the Council to be discussed in a mandatory mediation process in order to seek resolution.

Policy IG 2.4 **Land Use Comprehensive Plan Consistency.** During the planning period (2009-2019) the City of Casselberry shall notify adjacent local governments of Future Land Use amendments contiguous to their boundaries.

Policy IG 2.5 **Design Standard Consistency.** The City shall periodically review and compare its architectural design standards with those of other similar communities to ensure use of the most modern and appropriate standards for development and redevelopment throughout the City.

OBJECTIVE IG 3. LEVEL OF SERVICE STANDARDS COORDINATION. It is the City of Casselberry's objective during the planning period (2009-2019) to ensure that all public facilities provided by the City outside the City Limits, and that all public facilities provided by other jurisdictions within the City provide equivalent levels of service.

Policy IG 3.1 **Coordination through Service and Information Provision.** The City of Casselberry shall make available a copy of the City Comprehensive Plan to all adjacent municipalities, Seminole County, adjacent counties, and any regional, state or other jurisdiction governmental entity, which would benefit from the information. Furthermore, the City shall freely exchange such information on public service provision and other land use matters within its ability to do so.

Policy IG 3.2 **Annexation Issue Resolution.** The City of Casselberry shall review applications or proposals for annexation by making a determination of the cost-benefit of such annexation to the City and all anticipated impacts such as its effects on infrastructure capacity, roadway capacity, and public facilities levels of service for both the City and the jurisdiction involved in the annexation. The issue of incompatible land uses shall be examined. The review shall be written in a report to be presented to City Commission and a determination made as to whether annexation shall occur.

Policy IG 3.3 **Public Facilities Maintenance and Operational Coordination.** Throughout the planning period (2009-2019) the City of Casselberry shall continue to review inter-jurisdictional services, such as stormwater management and solid waste collection and disposal, through participation in the Seminole County Stormwater Management Task Force, the Seminole County Solid Waste Task Force and other work groups or entities as

may be in existence in order to further intergovernmental coordination efforts.

Policy IG 3.4 **Sharing Recreation Facilities.** In an effort to maximize recreational opportunities, the City will endeavor to share its recreational facilities, as appropriate, with surrounding cities and/or Seminole County.

Policy IG 3.5: **Regional Water Supply Work Plan.** The City will maintain a water supply facilities work plan that is coordinated with SJRWMD's District Water Supply Plan and the City of Casselberry by updating its own work plan within 18 months of an update to SJRWMD's District Water Supply Plan that affects the City.

OBJECTIVE IG 4. SCHOOL CONCURRENCY. The City shall continue coordination of School Concurrency with the Seminole School Board, Seminole County and all appropriate entities.

Policy IG 4.1 **Coordination.** The City shall continue coordination with the Seminole School District, Seminole County and municipalities through the School Concurrency Interlocal Agreement to ensure that the Public School Facilities level of service (LOS) concurrency is maintained.

Policy IG 4.2 **Legislative Changes.** The City shall continue to be responsive to any legislative changes regarding school facility development and will coordinate such changes with Seminole County School Board.

EXECUTIVE SUMMARY

The Intergovernmental Coordination Element is to identify and resolve incompatible Goals, Objectives, Policies and development proposed by the City. It is intended to identify the coordination processes and procedures necessary to enhance implementation of the City's Comprehensive Plan.

The City of Casselberry is presently governed by a City Manager/Commission form of government. The City Commission consists of five members, four Commissioners and a Mayor/Commissioner. The Commission and Boards that support the City include the following:

- Planning and Zoning Commission/Land Planning Agency
- Community Redevelopment Agency
- Code Enforcement Agency
- Lakes Management Advisory Board
- Board of Adjustment
- Senior Center Advisory Board
- Parks and Recreation Advisory Board
- Civil Service Board

An inventory of federal, state, regional and county agencies and of interlocal agreements entered into by the City reveals a number of entities that coordinate in the administration of a variety of public facilities and concerns. The mechanisms used for coordination consist of intergovernmental and interlocal agreements, joint planning and service agreements, special legislation, joint meetings, work groups, and other devices.

The City has strengthened its Intergovernmental Coordination mechanisms by adopting the Water Supply Facilities Work Plan and the Public School Facilities Element. Both of these recent Comprehensive Plan revisions have required renewed cooperation with the various entities and agencies involved and are responsible for the important issues of water supply and schools.

An analysis of coordination issues is provided for some Elements of the Comprehensive Plan followed by a Goal, Objectives and Policies to implement intergovernmental coordination in the comprehensive planning process.