

**Highlands County**  
**2009 EAR – Plan Amendments**  
**Intergovernmental Coordination Element**  
**Overview**

**Major Amendments**

None

**Minor Amendments**

Throughout	Some references to specific planning time horizons have been amended to reflect the on-going nature of the Goal, Objective, or Policy
Throughout	Capital Improvement Program now called Capital Financial Strategy
Throughout	Formatting improved
Policy 1.1	Language added to reflect possible expansion when needed of the Intergovernmental Coordination Element Advisory Committee to address specific issues
Policy 1.4	Language broadened to reflect the County's rights / responsibility to comment on actions / plans of other agencies which may be detrimental to the County
Objective 7	Clarifies that the County will coordinate with the Municipalities on county-wide population projections
Objective 8	Clarifies the intent of the objective is to mitigate or eliminate inter-jurisdictional land use conflicts
Policy 8.3	Adds new policy to pro-actively identify and seek solutions for possible unwanted land uses
Policy 9.2	Identifies possible subject matter of inter-local agreements
Policy 12.7	Requires the County to pro-actively coordinate with the School Board on emergency preparedness

## INTERGOVERNMENTAL COORDINATION ELEMENT

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**GOAL**                      **Effective Government and Adequate Public Services Using Intergovernmental Coordination to Maximize Efficiency in Providing Services and Facilities, Reduce Duplication of Effort, and Solve Common Problems**

**Objective 1**                **Reconcile Comprehensive Plan Actions With Other Agency Plans:**

The County Shall Continue To Coordinate Its Comprehensive Plan And The Impacts Of Its Development With The Plans Of Relevant Government Agencies, Including Agencies Which Provide Service To The Unincorporated County, But Do Not Have Regulatory Authority Over The Use Of Land.

**Policy 1.1**                      **Intergovernmental Coordination Element (ICE) Advisory Committee**

~~By the year 2000, the~~ The County will use the ~~establish an~~ Intergovernmental Coordination Element (ICE) Advisory Committee to provide review of the Comprehensive Plan and other intergovernmental

coordination issues, as determined by the County. The ICE Committee shall be chaired by the County Administrator or his designee and will be comprised at a minimum of representatives of the County, School Board, Soil and Water Conservation District, Public Health Unit, Industrial Authority, Cities of Sebring, Avon Park and Lake Placid, independent districts, and other appropriate units of local governments and agencies providing services, but having no regulatory authority within the County.

**Comment:** Language added to reflect that there maybe times where other agencies should be part of the committee to best foster intergovernmental coordination.

**Policy 1.2                      Conflict Resolution Protocol**

Should the ICE Committee identify a conflict between the County and other local governments or agencies listed in ICE Policy 1.1 involving the County's Comprehensive Plan or other intergovernmental coordination conflicts, and it cannot be resolved by the ICE Committee, the County will submit the issue for resolution through the Central Florida Regional Planning Council's mediation process, pursuant to ICE Policy 5.1 and Section 186.509, Florida Statutes.

**Policy 1.3                      Comment on Developments in Adjacent Jurisdictions**

The County shall continue to identify, review and comment upon actions proposed by the region, adjacent counties, state agencies ~~ies functional plans~~, FDOT District #1, SWFWMD and SFWMD where the actions are relevant to the County, for conformance with the County's Comprehensive Plan's Goals, Objectives and Policies and possible negative impacts to Highlands County.

**Comment:** The language has been broadened to reflect the County's rights / responsibility to comment on actions / plans which may be detrimental to the County.

**Policy 1.4                      Rezone Referrals**

~~By August 1, 2001, the~~ The County shall continue to include within its land development regulations provisions for considerations of municipal and adjacent County comments, and those of other appropriate intergovernmental review entities prior to any zoning action which might affect that government entity.

The County will also transmit copies of rezone applications to appropriate jurisdictions when a development proposal is:

1. A locally unwanted land use; or
2. Located within one-half mile of the jurisdiction and it is formally agreed by both jurisdictions; or
3. Within the boundaries of a Joint Planning Area.

**Policy 1.5 Plan Amendment Referrals**

The County will continue to transmit copies of all proposals to amend the Future Land Use Map or the Comprehensive Plan text to those municipalities and Counties, regional, state and federal agencies having direct purview authority, responsibility and jurisdiction over the subject of the amendment proposal for these agencies' review and comment as to the appropriateness and efficacy of the proposed amendment.

The County will also transmit copies of Plan amendments to the appropriate jurisdictions when a development proposal is:

1. A locally unwanted land use; or
2. Located within one-half mile of the jurisdiction and it is formally agreed by both jurisdictions; or
3. Within the boundaries of a Joint Planning Area.

**Policy 1.6 Plan or Development Revisions**

The County will consider approving, approving with conditions or denying all applications for zoning approval or amending the Comprehensive Plan based on the review of plans, input, and discussions identified in ICE Policies 1.1 through 1.5.

**Objective 2                    Level of Service**

~~By The Year 2001, The~~ The County Shall Have A ~~Established Its~~ System To Coordinate Level Of Service Standards With Agencies Having Operational And Maintenance Responsibility For Such Facilities.

**Policy 2.1                    Intergovernmental Coordination Element (ICE) Advisory Committee Representatives For LOS Discussions**

The County shall include within the Intergovernmental Coordination Element (ICE) Advisory Committee membership an FDOT District #1 representative and a representative of any other agency having operational and maintenance responsibility for a facility which has a level of service standard established within the County's Plan. The County will invite any adjacent County to participate in the ICE Committee when LOS issues arise. The ICE Committee would then attempt to resolve the LOS issues.

**Policy 2.2                    Protocol for Changing LOS**

The County will, prior to any proposed changes in its Level of Service Standards, inform by letter all agencies represented on its Intergovernmental Coordination Element (ICE) Advisory Committee of the proposed change, and convene a TAC ICE Committee meeting to discuss the implications of such a LOS change.

**Policy 2.3                    Reciprocity Protocol**

The County will, by letter, request all agencies represented on its ICE Committee to inform the County prior to any proposed changes in their level of service standards. When any change is proposed, the County will convene its ICE Committee to discuss the implications of such a change.

**Objective 3                    Planning Information Clearinghouse**

Highlands County Shall Continue to Provide Relevant Planning Information to Affected Agencies and the Public

**Policy 3.1 Plan Distribution**

The County shall provide an amended copy of its adopted Comprehensive Plan, to all public libraries within the County, the municipalities of Sebring, Avon Park and Lake Placid, adjacent counties, the Highlands County School Board, the Highlands County Soil and Water Conservation District, Public Health Unit, Industrial Authority, other appropriate County independent districts, and the libraries of SWFWMD, SFWMD, CFRPC and FDOT District #1.

**Policy 3.2 LDRs Go To Libraries**

The County shall continue to provide a copy of its updated land development regulations to all public libraries within the County.

**Policy 3.3 Information Exchange Protocol**

The County shall continue the exchange of relevant planning data between the County and its municipalities, the Highlands County School Board, adjacent counties, and the SWFWMD, SFWMD, CFRPC, and FDOT District #1.

**Policy 3.4 Public Schools**

It shall be the policy of the County to establish coordination mechanisms to ensure that the planning activities, services and facilities of the School Board are consistent with the County Comprehensive Plan.

Key coordinating mechanisms shall include:

1. Providing growth projections and estimates to assist the School Board in its planning functions;
2. Coordinating major residential project reviews (pursuant to Chapters 163 and 235, Florida Statutes) to consider joint park/school site dedications to meet future demands; and,
3. Cooperating with the School Board in its efforts to study and implement innovative methods, including park/school site dedications

and contributions, regarding ways of addressing infrastructure needs associated with the County's growth; and

4. Coordinating the location of schools proximate to urban residential areas to the extent possible and seek to collocate public facilities, such as parks, libraries and community centers, with schools to the extent possible.

**Objective 4                      Coordinate Facility Planning**

Highlands County Shall Continue To Coordinate The Provision Of Facilities And Services Inherent In Its Comprehensive Plan With Other Governmental Agencies, Including Those Providing Services, But Not Having Land Use Regulatory Powers.

**Policy 4.1                      Interlocal Agreements to Support Growth**

~~During the Planning Period, the~~ The County, in order to implement its system of growth management, shall establish a system to actively work with the following agencies to coordinate the timely provisions of facilities and services to growth areas. Where applicable, the County will enter into interlocal agreements with the entity providing facilities and services. Where applicable, the interlocal agreements will define the extent, timing, and size of the extension of central potable water and sanitary sewer facilities to the County's commercial areas and/or residential subdivisions.

<u>Municipality/Agency</u>	<u>Coordination Areas</u>
Sebring, Avon Park, Lake Placid	Sewer, water, drainage, recreation, and transportation
FDOT	Transportation
School Board	Schools
Potential Providers including Private Facilities and Services	

~~**Policy 4.2                      Reserved**~~

~~**Policy 4.3                      Documents Steward for Interlocal Agreements**~~

~~The County Clerk of Courts shall provide an easily accessible system for listing and maintaining all records of intergovernmental agreements entered into by the County.~~

**Policy 4.4** ~~————~~ **Planning Director's Forum:**

~~If the Central Florida Regional Planning Council establishes a Planning Council Planning Director's forum where current issues are discussed, and information is exchanged among County and municipal planning agencies, the County shall participate.~~

**Policy 4.52** **Intergovernmental Coordination with Cities**

The County shall continue meeting with the governing bodies of each municipality to discuss current County planning issues and other issues.

**Policy 4.63** **Meetings With Agencies**

~~During the Planning Period, the~~ The Board of County Commissioners shall continue to coordinate with the ~~will be discussed. R~~ representatives of the following agencies ~~will continue to be invited to attend:~~

Sebring, Avon Park, Lake Placid, SFWMD, SWFWMD, CFRPC, HCSWCD, DOT (District #1), FDHRS, Independent Districts, DEP (Highlands Hammock), HCIA, DOD (Bombing Range), HCSB.

**Policy 4.74** **Annexation Protocol**

The County shall, ~~by letter, annually~~ request the municipalities of Sebring, Avon Park and Lake Placid to inform the County, in a timely manner, of any proposed annexations which the municipalities anticipate.

**Policy 4.85** **Role for Utilities**

The County's ICE Committee will include, when necessary, the electric utility firms providing service to the County, ~~in all discussions involving intergovernmental coordination.~~

**Policy 4.96**                      **DRI Review**

The County will continue to actively participate in the CFRPC's Development of Regional Impact "Plans Review Committee." The County shall continue to review and comment on DRIs under F.S. 380 for consistency with the Comprehensive Plan and local issues.

**Objective 5**                      **Conflict Resolution Strategy**

The County Shall Attempt To Resolve Conflicts Through Increased Intergovernmental Coordination.

**Policy 5.1**                      **Conflict Resolution Policy**

- A. The County shall attempt to resolve intergovernmental coordination conflict through the ICE Committee. Where a conflict occurs adjacent to a municipality or independent district, or bordering an adjacent county, a representative of the local government unit will be requested to appoint a representative to the Committee. Where special expertise (i.e., water management, et cetera.) is the subject of conflict, the appropriate agency will be requested to appoint a representative to the committee. The aggrieved entity will automatically become a member of the committee.
- B. The ICE Committee will attempt to resolve the conflict. If the conflict is not resolvable by the Committee, a record of the proceedings, with a summary of the complaint, issues and potential solutions discussed by the committee will be forwarded to the Central Florida Regional Planning Council for inclusion in its mediation process, pursuant to Section 186.509, Florida Statutes.
- C. Pursuant to FAC 9J-5.015 (4) (b)3. Highlands County must respond in writing to any petition or grievance filed to the Intergovernmental Coordination Committee, indicating willingness to participate in the dispute resolution process within fifteen (15) days of receipt of said petition or grievance. The written response will include the status of the development order and the expected date of issuance of the development order at issue.

**Policy 5.2                   Annexation Intergovernmental Coordination**

The County shall, use the ICE Committee to resolve any annexation conflicts that might arise. Three subcommittees of the ICE Committee would thus be formed, one for each municipality. Composition of each subcommittee is to be agreed upon at the time of its formation. The subcommittee so formed will attempt to resolve any annexation conflicts which arise between the subject municipality and the County.

**Objective 6                   Regulatory Jurisdiction**

Highlands County Shall Not Be Required to Undertake any Regulatory Responsibility In, or On Behalf of, any Other Agency of Government Unless The Responsible Agency Totally Relinquishes That Responsibility to the County

~~Policy 6.1                   Protocol for Accepting Regulatory Jurisdiction~~

~~Highlands County shall not be required to undertake regulatory responsibility where such responsibility is already assigned by statute, rule, memorandum of agreement, or otherwise to another agency of government, unless that undertaking is fully funded by the entity to whom the responsibility is legally assigned.~~

~~Objective 7                   Joint Process for Population Projections~~

~~Coordinate the Development of County Wide Population Projections with the Cities, Town Of Lake Placid and School Board The Development Of County Wide Population Projections.~~

~~Policy 7.1                   no title~~

~~The County will review the draft population projections and consider using them in the Comprehensive Plan.~~

~~Comment:           The County would use agreed upon population projections for planning purposes.~~

~~Policy 7.2                   Population Projections and School Board Coordination~~

~~The County will forward the population projections used in its Comprehensive Plan to the School Board so they can consider projected growth and development as it relates to the future need for schools in the School Board's 5, 10 and 20 year facility plans.~~

Comment: Remove Objective 7 and its policies as this information is provided in Objective 13.

**Objective 8            Locally Unwanted Land Uses**

Identify and Describe Joint Processes for Collaborative Planning on Locally Unwanted Land Uses to Mitigate or Eliminate Inter-Jurisdictional Land Use Conflicts.

Comment: Added language to clarify the intent of the Objective.

**Policy 8.1            Review of Permitted Uses and Location Standards**

The County will continue to conduct a review of its permitted uses and of its location standards to determine whether conflicts exist between its regulations and neighboring jurisdiction regulations, what can be done to resolve any conflicts found, and any improvement in the effectiveness or efficiency to be gained through a county-wide approach that would be more uniform in their application.

**Policy 8.2            Use ICE Committee Siting Guidelines**

The County will coordinate through the ICE Committee the development, review, and recommendation of efficient guidelines for siting ~~to coordinate the location of~~ locally unwanted land uses.

Comment: Change made consistent with change to Objective 8.

**Policy 8.3**                      **Identify Unwanted Land Uses with County-Wide Significance**

The County will prepare and maintain a list of potential locally unwanted land uses and establish joint processes for evaluating the impact of the siting of facilities with county-wide significance, such as solid waste disposal facilities.

Comment: Policy calls for the County to pro-actively identify and seek solutions for possible unwanted land uses.

**Objective 9**                      **Joint Planning Areas**

As Provided Under the Authority of Section 163.3171 Florida Statutes, Highlands County Shall, in Conjunction with the Cities Of Avon Park, Sebring and the Town Of Lake Placid, Establish and Implement Joint Municipal Planning Areas Through Inter-Local Agreements

**Policy 9.1**                      **Municipal Growth and Provision of Services**

The County will continue to coordinate with the Cities of Avon Park, Sebring and the Town of Lake Placid, and other jurisdictions as appropriate, to ~~establish~~ implement a joint planning process and delineate the direction and extent of municipal growth for the purpose on ensuring adequate, efficient and equitable provision of needed services. ~~for the planning period by October 1, 2001.~~

Comment: The policy is updated to reflect the on-going nature of this coordination.

**Policy 9.2**                      **Joint Planning Areas with the Municipalities**

Highlands County shall establish joint planning areas with Cities of Avon Park, Sebring and the Town of Lake Placid ~~that appears~~ (which will be identified on the County's Future Land Use Map) and shall develop ~~an~~ interlocal agreements for planning within these areas. ~~and for the exclusive provision of water and sewer service to all development therein, by October 1, 2001.~~

The inter-local agreements shall provide for the review of the proposed development of the area to the existing Comprehensive Plans of adjacent jurisdictions, and provide procedures for the purposes annexation, municipal incorporation and joint infrastructure service areas.

Comment: The added language identifies possible subject matter for the inter-local agreements.

**Policy 9.3                    Joint Planning Areas – Minimum Considerations**

When establishing boundaries for joint municipal planning areas, Highlands County and the municipalities shall, at a minimum, consider previously established planning area boundaries, municipal and county infrastructure service areas, existing and planned jurisdiction lines, and local comprehensive plans.

Comment: Title added

**Policy 9.4                    Annexed Property – Regulatory Status**

Subsequent to establishing an inter-local agreement and as long as it remains in effect, the following provisions shall apply to the unincorporated area located within an established municipal planning area:

- A. An amendment to the applicable municipal comprehensive plan shall be required in order to include such unincorporated areas within the municipal plan.
- B. The Highlands County Comprehensive Plan and implementing land development regulations shall remain in effect for all unincorporated areas. Upon annexation, the applicable local comprehensive plan and land development regulations shall be determined as follows:
  - 1. If Provision A. above has been accomplished, the municipal comprehensive plan and land development regulations shall take effect at the time of voluntary annexation subject to a determination by the Highlands County Local Planning Agency that the requirements contained in the applicable inter-local agreement have been satisfied and subject to the

completion of any subsequent final plan amendment action that may be required, or

2. The Highlands County Comprehensive Plan and land development regulations shall remain in effect until the municipality adopts a municipal plan amendment that includes the annexed area.

Comment: Title added

**Policy 9.5**                      **Environmental Education**

Where mutual benefit is achieved, Highlands County shall actively pursue interactive and functional partnerships with the School Board of Highlands County, the South Florida Community College, and environmental organizations, in order to assist in meeting local environmental education needs.

Comment: Title added

**Objective 10**                      **Joint Processes For School Siting**

Highlands County and the School Board Will Coordinate the Location of New School Sites.

**Policy 10.1**                      **Consistency with the Highlands County Comprehensive Plan**

The County will annually review the County School Board’s plans for the siting of public schools within its jurisdiction for consistency with the Comprehensive Plan, both at the staff level and through public hearings for specific site plans. This will include the review of the 5, 10 and 20 year facility plans of the School Board, as well as responding as needed to site specific plans to locate new schools or expand existing schools. The County will review the School Board’s annually updated 5 year School Plant Survey (5 year facility work program), 10 and 20 year facility work programs and coordinate those plans with the Comprehensive Plan.

Comment: Title added

**Policy 10.2**                    **Preliminary Site Review Prior to Purchase**

As per Chapter 235, F.S., at least 60 days prior to the purchase or leasing of property that may be used for a new or expanded public educational facility and where the proposed site is in or adjacent to the Cities of Avon Park, Sebring and the Town of Lake Placid, the County School Board shall notify the County of the location of the site. The County shall review the site as it relates to consistency with the Comprehensive Plan Future Land Use Element, including a preliminary analysis of the potential impacts to the public facilities. The County’s review shall be given to the School Board within 45 days after receipt of their initial notification to the County.

Comment:    Title added

**Policy 10.3**                    **Keeping Schools in the City**

As per Chapter 235, F.S., the planning for new or expanded educational facilities must consider the effects of the location of public education facilities, including the feasibility of keeping central city facilities viable, in order to encourage central city redevelopment and the efficient use of infrastructure while discouraging urban sprawl. The County will encourage the collocation of public facilities of any kind, including parks, libraries, recreation opportunities and schools, when planning and reviewing a proposed site for a new or expanded educational facility.

Comment:    Title added

**Policy 10.4**                    **Development Conditions**

As per Chapter 235, F.S., if the proposed site for a new or expanded educational facility is consistent with the future land use policies and land use categories of the Comprehensive Plan, the County may not deny an application for such a facility but may impose reasonable development standards and conditions which consider the site plan and its adequacy related to environmental concerns, health, safety and welfare, and the effects on adjacent property.

Comment:    Title added

**Objective 11**                    **South Florida Community College**

Highlands County Shall Recognize The South Florida Community College Campus Plan In The Development And Implementation Of The Highland County Comprehensive Plan.

**Policy 11.1**                    **South Florida Community College – Changes to Campus Plan**

As opportunities arise, Highlands County shall review proposed changes to the South Florida Community College Campus Plan for their potential impact on the County’s Comprehensive Plan and any other County programs and activities.

Comment:    Title added

**Objective 12**                    **Effective Future Planning and Development of the Public School System**

Highlands County, The School Board Of Highlands County, And Highlands County’s Municipalities Will, Through The Procedures Established In The “Highlands County Interlocal Agreement For Coordinated Planning And School Concurrency”, Maintain A Collaborative Effort In The Joint Planning Process To Effectively Implement School Concurrency Using Accurate And Agreed Upon Supporting Data And Analysis (~~Adopted by Ordinance No. 07-08-33, September 2, 2008~~).

**Policy 12.1**                    **Implementation of the Interlocal Agreement**

~~(Adopted by Ordinance No. 07-08-33, September 2, 2008)~~: Highlands County shall adhere to the “Highlands County Interlocal Agreement for Coordinated Planning and School Concurrency”, as required by Section 1013.33, Florida Statutes, which establishes procedures for, among other things, coordination and sharing of information; planning processes; school siting procedures; site design and development plan review; and school concurrency implementation.

**Policy 12.2                      Joint Meetings**

~~(Adopted by Ordinance No. 07-08-33, September 2, 2008):~~ The governing boards of the School District, the County, and the Municipalities shall have a joint workshop meeting once a year at a mutually agreed upon location. The joint sessions will be opportunities for representatives of the County Commission, the City or Town Councils, and the School Board to hear reports, set direction, discuss issues and policy, reach understandings concerning issues of mutual concern regarding coordination of land use and school facilities planning, including population and student growth, development trends, school needs, off-site improvements, and joint use opportunities.

**Policy 12.3                      Joint Staff Meetings**

~~(Adopted by Ordinance No. 07-08-33, September 2, 2008):~~ The Highlands County School Planning Technical Advisory Committee (SPTAC), as established by the “Highlands County Interlocal Agreement for Coordinated Planning and School Concurrency” shall be comprised of one representative from the School Board and County Commission, and one representative from each of the three Cities, along with the Business Operations Director of the School Board of Highlands County. The Committee shall meet at least semi-annually, but more often as necessary, and will hear reports and discuss issues concerning school concurrency.

**Policy 12.4                      Coordination of Public School Facilities Planning with Land Use Planning**

~~(Adopted by Ordinance No. 07-08-33, September 2, 2008):~~ Highlands County, through the execution of its adopted Comprehensive Plan and a collaborative planning effort with the School District, shall notify the School Board of land use applications and development proposals that may affect student enrollment, enrollment projections, or school facilities.

**Policy 12.5                      School Siting**

~~(Adopted by Ordinance No. 07-08-33, September 2, 2008):~~ Staff from Highlands County and the three municipalities will work with, and support, the School District staff in the planning and selection of school

sites to be brought before the School Board for consideration. Staff must share and coordinate information related to existing and planned school facilities; proposals for development, redevelopment, or additional development; and infrastructure required to support the school facilities, concurrent with proposed development

**Policy 12.6                      Amendments to Impact Fees**

~~(Adopted by Ordinance No. 07-08-33, September 2, 2008)~~ Highlands County shall coordinate with the School Board of Highlands County in its efforts to review and recommend amendments, as necessary, to the school impact fee ordinance, consistent with applicable law.

**Policy 12.7                      Emergency Preparedness**

~~(Adopted by Ordinance No. 07-08-33, September 2, 2008)~~ Highlands County and the School Board of Highlands County shall pro-actively coordinate on issues of emergency preparedness issues which may include ~~consideration of:~~

- A. Design and/or retrofit of public schools as emergency shelters;
- B. Enhancing public awareness of evacuation zones, shelter locations, and evacuation routes;
- C. Designation of sites other than public schools as long term shelters, to allow schools to resume normal operations following emergency events.

**Comment:** Added language corrects syntax and identifies pro-active coordination on emergency preparedness.

**Objective 13            Population Projection Data**

Establish A Collaborative Effort Between Highlands County, The Municipalities, And The School Board Of Highlands County In The Collection And Distribution Of Data And Decision Making On Population Projections (~~Adopted by Ordinance No. 07-08-33, September 2, 2008~~).

**Policy 13.1            Population Projections and Development Trends**

~~(Adopted by Ordinance No. 07-08-33, September 2, 2008)~~: The County shall provide the School District with its Comprehensive Plan, and provide updated development data and population projections on an ongoing basis to facilitate development of school enrollment projections. The County shall coordinate its Comprehensive Plan and the Future Land Use Map Series with the School District's long range facilities maps to ensure consistency and compatibility with the provisions of this element, and ensure that the development of school facilities are concurrent with residential development.

**Policy 13.2            Population Projection Methodolgy**

~~(Adopted by Ordinance No. 07-08-33, September 2, 2008)~~: Highlands County shall provide population projections to the School District and municipalities. County Staff will also continue to work with the School District and the municipalities to improve the population projection methodology and enhance coordination among the plans of the School District and municipalities.

## **Principles and Guidelines**

Principles and guidelines are provided to facilitate coordination with other units of government and to serve to reinforce the goals, objectives and policies of the Intergovernmental Coordination Element.

**Principle A:** In order to maximize intergovernmental coordination, organizations designed to promote coordination and cooperation among all levels of government should be established and actively supported.

### **Guidelines:**

- a. Increase the general public's understanding of and support for the establishment of coordinative organizations and activities.
- b. Explore all possible funding sources which may be utilized for the establishment and support of coordinative organizations and activities.
- c. Attempt to formally establish the roles and responsibilities of all participating government entities.

**Principle B:** The establishment and refinement of procedures designed to enhance intergovernmental coordination should be a continuous and flexible process.

### **Guidelines:**

- a. Reevaluate, on a periodic basis, all established procedures intended to promote intergovernmental coordination among all levels of government.
- b. Encourage the establishment of and support procedures which enhance intergovernmental coordination.
- c. Provide continuous support to coordinative organizations with regard to improving and implementing their operating procedures.
- d. Evaluate existing coordinative procedures in relation to their effectiveness at promoting adopted goals and objectives.

- e. Improve or abolish those operating procedures which are not or have not been highly effective.

**Principle C:** Effective intergovernmental coordination mandates the active participation of all affected government entities on matters which transcend jurisdictional boundaries.

**Guidelines:**

- a. Strive to maximize intergovernmental coordination and cooperation among federal, state and local government entities.
- b. Participate, to the greatest possible extent, in intergovernmental coordination activities and organizations.
- c. Promote among all public and private citizens an awareness of and an appreciation for intergovernmental coordination.
- d. Promote the coordination of programs and activities which are of mutual concern and benefit in order to reduce procedural fragmentation and duplication of effort.
- e. Evaluate the potential impacts proposed programs and activities may have on adjacent government entities before actively pursuing implementation.

**Principle D:** Technical and policy coordination prior to plan or program development reduces those conflicts which may arise during implementation and contributes to greater operational efficiency.

**Guidelines:**

- a. Encourage coordination and communication among the general public, the elected officials and the professional staff of all government entities with respect to current and/or future programs and activities.
- b. Increase the general public's understanding of and support for policy planning on the federal, state and local level.

- c. Encourage discussions aimed at resolving current or potential areas of disagreement which pertain to existing and/or proposed technical standards and policies.
- d. Establish and support technical advisory committees which are responsible for promoting uniform technical standards and policies.
- e. Provide technical assistance to and exchange information with other government entities on matters of mutual concern.

**Principle E:** The continuous dissemination of information pertaining to current and/or future programs and activities, especially those related to comprehensive planning, is essential for meaningful intergovernmental coordination.

**Guidelines:**

- a. To every extent possible, the comprehensive plan and elements thereof shall be consistent with those of state, regional and other local government entities.
- b. Transmit all comprehensive plan elements and other relevant documents for review and comment prior to their adoption and implementation.
- c. Notify and offer an opportunity for comment to all government entities which might be affected by proposed and/or revised programs and activities.
- d. Consider all comments received by affected/concerned government entities pertaining to transmitted comprehensive plan elements or other relevant documents.
- e. Consider the programs and activities of surrounding jurisdictions before making decisions which may have multi-jurisdictional effects.