

COMING SOON!!!

**Supporting documents for Section H – Capital
Improvements Element**

VIII. GOALS, OBJECTIVES, AND POLICIES OF THE CAPITAL IMPROVEMENTS ELEMENT OF THE WASHINGTON COUNTY COMPREHENSIVE PLAN

Pursuant to Chapter 163.3177(3)(a), F. S. and Sections 9J-5.016(3)(a), (b), and (c) of the Florida Administrative Code (F.A.C.), the following represents the goals, objectives and policies of the Capital Improvements Element of Washington County and the municipalities of Caryville, Ebro, Vernon, and Wausau.. In addition to statutory requirements, the 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 to establish the long-term end for the timely and efficient provision of public facilities by sound fiscal policies.

GOAL 1: Washington County and the municipalities will ensure the provision of adequate public facilities to all residents within its jurisdiction in a timely and efficient manner through the use of sound fiscal policies. The County will coordinate the timing and location of capital improvement projects with improvement projects planned by other agencies and jurisdictions to ensure that the Capital Improvements Element (CIE) is consistent with other elements of the Comprehensive Plan.

Objective 1: The Capital Improvements Element will establish adopted levels of service for public facilities and capital improvement projects which the County and municipalities will undertake. The Capital Improvements Element and The Schedule of Improvements shall identify projects and be used as a means to: (A) meet existing deficiencies; (B) provide repair or replacement of existing obsolete or worn-out facilities; (C) accommodate desired future growth. The CIE will establish adopted levels of service for public facilities and capital improvement projects which the County, municipalities, and the private sector plan to undertake. The CIE will establish adopted levels of service for the public and private sectors to undertake. The CIE and the Schedule of Improvements shall identify projects that will be used to: (1) Upgrade existing deficiencies; (2) provide repair or replacement of existing obsolete or worn-out facilities; and (3) accommodate desired future growth.

Policy 1-1: The following levels of service (LOS) standards are hereby adopted and will be maintained as growth occurs in the County and cities. The following level of service (LOS) standards are hereby adopted and will be maintained as growth occurs in the County and cities and will be funded by public and/or private investments.

INFRASTRUCTURE LEVEL OF SERVICE STANDARDS		
Sanitary Sewer	Location	Level of Service Standards
	City of Chipley	As established in the City of Chipley's Comprehensive Plan. Washington County hereby adopts the same LOS as the City of Chipley for facilities extended into unincorporated Washington County.
	City of Vernon	80 gpcpd
	Sunny Hills	100 gpcpd
	Onsite Sewage Septic Tanks and not served by central sanitary sewer	1.0 per 0.5 acres in parcels of record as of the adopted date of this Plan. Otherwise 1 septic tank per acre
Potable Water	City of Caryville	125 gpcpd
	Sunny Hills Planned Unit Development	200 100 gpcpd
	City of Chipley	115 gpcpd As established in the City of Chipley's Comprehensive Plan. Washington County hereby adopts the same LOS as the City of Chipley for facilities extended into unincorporated Washington County.
	Town of Vernon	75 gpcpd
	Town of	146 gpcpd
Solid Waste	County-wide	5.0 lbs per capita per day

Any extension of existing sanitary sewer services into unincorporated areas of Washington County shall be in accordance with the Adopted Level of Service Standards of the specific facility.

The following tiered Level of Service Standards for stormwater management are adopted for the County and municipalities, and they shall be used for determining the availability of service capacity as well as for evaluating development applications relative to the onsite provision of stormwater management facilities to be funded by either the public or private sector.

STORMWATER MANAGEMENT LEVELS OF SERVICE STANDARDS	
Location	Design Capacity
Development fronting or contributing to Stormwater on minor principal or arterial roadways	LOS A for 50 year, 24-hour storm event and treatment retention/detention systems as required by LDRs and State regulation (i.e., 17-25-FAC without exemptions)
Development fronting contributing to Stormwater on collector roadways	LOS A for 25 year, 24-hour storm event and treatment retention/detention systems as required by LDRs and State regulation (i.e., 17-25-FAC without exemptions)
Development fronting on local streets and residential neighborhoods (including <u>new subdivisions</u>)	LOS A for 15 year, 24-hour storm event and treatment retention/detention systems as required by LDRs and State regulation (i.e., 17-25-FAC without exemptions)
In agricultural and silviculture areas and along dirt roads in non-subdivided areas	LOS A for 10- year, 24-hour storm event and in accordance with Division of Forestry Best Management Practices (as specified below)

Transportation improvements and level of service standards to accommodate development are required to be available when the impacts of development occur. Transportation facilities construction and improvements required to accommodate new development should be in place at the time of the development with funding provided by the private sector and the public on a proportionate fair share basis as provided for in the Concurrency Element of the Comprehensive Plan.

TRANSPORTATION LEVEL OF SERVICE STANDARDS	
Road Type	Level of Service
Collector Roads	LOS Standard D
Minor Arterial Roads	LOS Standard D
Principal Arterial Roads	LOS Standard C
Freeways	LOS Standard B

The following Level of Service Standards for recreation areas have been adopted for the County and municipalities and shall be used for determining the availability of recreational and space for each governmental entity. There is sufficient funding available to enable the County to maintain all parks and recreational facilities with the level of service standards as adopted in the Comprehensive Plan.

Washington County Recreations Areas Levels of Service Standards (LOSS)	
Category	LOSS
USER BASED	
<u>Neighborhood Parks, Play lots, Pocket Parks</u>	
Persons per Facility	2,000
Persons per Acre	352.0
RESOURCE BASED	
<u>Hunting & Fishing</u>	
Persons per Facility	6,500
Persons per Acre	0.59
<u>Canoe Trails</u>	
Persons per Facility	6,500
Persons per Mile	590
DUAL PURPOSE	
Persons per Facility	5,000
Persons per Acre	8.2

Washington County Recreations Facilities Levels of Service Standards (LOSS) (in people served per facility)	
Category	LOSS
Baseball, Softball and Youth Diamonds	3,000
Tennis Courts	2,200
Basketball Courts	4,000
Swimming Pools	10,000
Neighborhood and Community Centers	6,000
Golf Courses	25,000
Athletic Fields (Track, Football, Soccer)	30,000
Picnic Tables	150
Beach Areas Freshwater	5,000
Equipped Playgrounds	3,000
Hiking Trails (Persons per trail mile)	2,000

Policy 1-2: Based on decisions made by the Planning Commission, the Board of County Commissioners, the municipalities, the Planning Office will identify new facilities and improvements of facilities for inclusion in the Capital Improvements Element schedule along with the funding source. The County Administrator will report all other road and facility improvements to the Planning Office for inclusion into the schedule of capital improvements. The schedule, along with recommended prioritization, will be presented along with background information to the Budget Committee who will serve as the Capital Projects Review Team. Upon review by the Budget Committee, the approval process will continue as required by policies and state statutes.

Policy 1-3: ~~Capital improvement projects will be prioritized by the Capital Projects Review Team according to the following set of criteria and a fiscal impact review, as part of the annual budgeting process. The assigned priority will be designated on the Schedule of Capital Improvements. Using the approval process established in Policy 1-2, the Capital Projects Review Team will use the following set of criteria and a fiscal impact review as a basis for annual recommendations to the Capital Projects Review Team. Upon review by the team, the approval process will continue as required by policies and state statutes.~~

CRITERIA FOR NUMERICAL RANKING OF CAPITAL IMPROVEMENTS PROJECTS					
PRIORITY LEVEL	WEIGHT	SCORE			WEIGHT X SCORE
		Yes(1)	No(0)	N/A(1)	
<u>Priority I</u>					
1. The project is needed to protect public health and safety	3				
2. The project fulfills the protect public health governing body's legal commitment to provide facilities and services.	3				
3. The project corrects a protect public health exiting facility deficiency or provides for needed replacement of facility components, in order to preserve or achieve full use of existing facilities.	3				
4. The project is required in order to comply with state law, water Management district regulations, or federal law	3				
5. The project is financially feasible	3				
<u>Priority II</u>					
1. The project increases efficient use of existing facilities.	2				
2. The project prevents or reduces future improvement costs.	2				
3. The project provides service to developed areas currently lacking full services	2				
4. The project promotes in-fill development and discourages urban sprawl	2				

5. The project supports the GOP's of the FLUE and other Plan Elements.	2				
6. The project supports and enhances the plans and capital expenditures of state agencies and the NFWFMD.	2				
<u>Priority III</u>					
1. The project represents a logical extension of facilities and services within a designated services area.	1				
2. The project promotes economic development within the City and/or redevelopment of blighted areas.	1				
Total Possible Score = <u>32</u>	TOTAL SCORE: _____				

Policy 1-4: The County and municipalities shall, as a matter of priority, schedule and fund all capital improvement projects in the Schedule of Improvements which are designed to correct existing deficiencies listed in the Capital Improvements Element Schedule and which recognize the policies of other plan elements.

~~Policy 1-5: The County Planning Commission shall annually conduct a Capital Improvement Needs Survey of the Municipalities of Caryville, Ebro, Vernon and Wausau in order to assist the Capital Projects Review Team with identifying Capital Improvement needs. The County Planning Office will annually prepare a Capital Improvement Needs Survey of the municipalities of Caryville, Ebro, Vernon and Wausau, for review by the Planning Commission. This survey will be prepared with information submitted by these municipalities and will assist the Capital Projects Review Team with identifying Capital Improvement needs.~~

Policy 1-6: The Five-Year Capital Improvements Plan of the School District shall be added to the Capital Improvements Element's schedule of improvements. The funding source shall be shown as the local school district.

Policy 1-7: The Five-Year Capital Improvements Plan shall include all Florida Department of Transportation improvements as shown on the department's Five-Year Road Improvement Plan within Washington County and reflect the funding source and proportionate fair share contributors.

Policy 1-8: The County shall not authorize unplanned expansion, improvements, and construction of projects that do not appear on the most current Capital Improvements schedule or have not been reviewed by the Projects Review Team and approved by the Board of County Commissioners.

Objective 2: Review mechanisms will be maintained to insure that all land use decisions and fiscal resources are coordinated with the Schedule of Capital Improvements (which maintains adopted Level of Service Standards and meets existing and future facility needs) and/or the Future Land Use Element (FLUE) and the overall intent of the comprehensive Plan.

~~Policy 2-1: The Building Inspection Department and County Administrator will recommend to the Planning Commission and the governing body only those land use decisions which are consistent with the Future Land Use Element (FLUE), the Capital Improvements Element, and the overall intent of the Comprehensive Plan. The County Planning Office and County Administrator will recommend to the Planning Commission and the governing body only those land use decisions that are consistent with the Future Land Use Element (FLUE), the Capital Improvements Element and the overall intent of the Comprehensive Plan.~~

Policy 2-2: Service areas for public facilities, as defined in Plan elements and the Future Land Use Element in particular, will be utilized to guide the availability of public facilities for future development.

Policy 2-3: A “development order” is any order granting, denying, or granting with conditions an application for a development permit.

Policy 2-4: A “development permit” shall include a zoning change, zoning permit, subdivision approved, land use certification, special exception, variance, building permit, or any other official action of the local government having the effect of permitting the development of land.

Policy 2-5: In accordance with 91-5.0055(2) (e), development orders and/or development permits (whichever first contains/presents a specific plan for development, including densities or intensities of development) shall only be issued when the Building Inspection Department working in conjunction with County Administrator and Planning Commission (through the Concurrency Management System) has determined that adopted LOS standards for public facilities will be maintained, or:

- a. The development is timed to ensure that, as phases of the development are completed, necessary^ improvements to the service system are also completed
- b. The developer makes improvements to the service system that would allow development without lowering the LOS standard
- c. The developer lowers the density of the proposed development to a level that would not cause a lowering of the LOS standard
- d. The developer and the County enter into an enforceable development agreement that guarantees that necessary facilities and services (in accordance with LOS standards incorporated herein) will be in place when the impacts of the development occur.

Policy 2-6: The Certificate of Level of Service Compliance for a project or project phase shall comprise the major component of Washington County's Concurrency Management System.

Policy 2-7: For final development orders issued prior to adoption of this Comprehensive Plan (i.e., previously platted subdivisions), and for development not requiring subdivision approval (i.e., development on unplatted parcels in accordance with the Future Land Use Element of this

Plan), the Land Use Application is used to begin the Building Permit Application process and shall be the point at which concurrency will be determined.

Policy 2-8: In the adopted LDR's, the County and municipalities shall maintain the Concurrency Management and Growth Management System which will serve to ensure that at the time a development permit is issued, adequate facility capacity is available to serve the development or will be provided in accordance with Policy 2-5 of this Element. Development orders and permits will not be issued unless public facilities that meet the adopted LOS Standards are available or are assured to be available concurrently with the impacts of development (see Policy 2-5 for mechanisms for establishing this assurance).

Objective 3: Annual review of the Capital Improvements Element will be included in each governing body's budget process. A\$ part of this review, the County Administrator working with the ~~County Planner, Grants Writer, and Engineer Capital Projects Review Team~~ shall be responsible for: (1) addressing the fiscal impact of capital improvement projects on revenue and expenditures, and (2) updating the } fiscal assessment section of the Capital Improvements Element.

Policy 3-1: The fiscal assessment review and update will include, at minimum, the following:

- a. Forecasted summary of revenues and expenditures for a five-year period
- b. Projected debt service capacity including:
 - Projected bond debt service as a percentage of total debt
 - Ratio of total debt to total revenue
 - Projection of operating cost considerations
- c. Provisions for the management of debt in accordance with debt service ratios established in Policy 3-2 of this Element
- d. Estimated cost and required scheduling of additional capital improvements
- e. Examination and consideration of capital expenditures planned by state and regional agencies and the County School Board

Policy 3-2: The County and municipalities shall limit the ratio of total debt service to total revenues in accordance with the following schedules:

Washington County	20 percent
City of Caryville	21 percent
Town of Ebro	10 percent
City of Vernon	15 percent
Town of Wausau	10 percent

Policy 3-3: The County and municipalities hereby adopt Schedule H-1 as the Schedule of Capital Improvements, and will adopt a Capital Improvement Budget as part of the annual budgeting process. The Capital Improvement Budget will be coordinated with the annual review of the Capital Improvements Element, and will be integrated into the annual revision of the Schedule of Capital Improvements contained in this Element. This annual revision will recognize the policies of the other Comprehensive Plan Element.

Policy 3-4: The County and municipalities shall seek grant funds whenever the receipt of such funds and the corresponding provision of capital improvements serve to support the goals, objectives, and policies contained in this Comprehensive Plan, and are specifically consistent with the Future Land Use Element.

Policy 3-5: The County and municipalities will utilize "user pays" financing strategies including, but not limited to user charges, special assessments, and contributions in lieu of payment.

Policy 3-6: All general government revenues intended to be utilized for capital improvements shall be accounted for in a separate Capital Projects Fund (excluding funds that must be maintained in separate Enterprise Funds).

Policy 3-7: The County and municipalities will manage their fiscal resources to ensure the provision of needed capital improvements for previously issued development orders and for future development and redevelopment which is consistent with this Comprehensive Plan.

Policy 3-8: The County and municipalities shall reserve Enterprise Fund surpluses for major capital expenditures.

Policy 3-9: The County and municipalities (where applicable) shall collect/maintain a level of operating revenues for Enterprise funds sufficient to cover both operating and non-operating expenditures.

Objective 4: Future development will bear a proportionate cost of facility improvements necessitated by the development in order to maintain adopted LOS standards. This is accomplished through implementation of the following policies.

Policy 4-1: The County and municipalities shall continue to require mandatory dedications or fees in lieu of as a condition of plat approval for the provision of recreation and open space.

Policy 4-2: The municipalities shall fund expansions of their potable water and sanitary sewer service facilities through the implementation of impact fees and/or user charges that are proportioned to the costs of expanding and operating such systems or grants.

Objective 5: The County and municipalities will not issue development orders, (for development authorized by previously issued development orders for future development) where the project requires public facility improvements that exceed the governing body's ability to provide these in accordance with the adopted LOS standards (Policy 1-1).

Policy 5-1: Before a development is approved, the Building Inspection Department working in concert with the County Planning Commission will determine that needed public facility improvements do not exceed the governing body's funding capacity.

Policy 5-2: The Schedule of Improvements and associated funding sources identified in this element shall include provisions for public services necessary to serve building permits issued prior to the adoption of this Comprehensive Plan.

Policy 5-3: The County will incorporate the Washington County School District's 2008-09 Five-Year District Facilities' Work Program that includes school capacity sufficient to meet anticipated student demands projected by the County and municipalities, in consultation with the School Board's projections of student enrollment, based on the adopted levels of service standard for public school facilities.

Policy 5-4: The County shall coordinate with the School District, the County and other municipalities therein to pursue needed facilities to meet the adopted level of service by the end of the long-term, 10-year planning horizon, including increasing capacity through construction of new elementary, middle, high, K-8, or K-12 facilities; rehabilitation of existing facilities to add capacity; or other Strategies, including maximizing utilization of capacity as provided in PSFE Policy 5-1.

Objective 6: The County and municipalities (working through the Capital Projects Review Team) shall participate in all intergovernmental meetings, which address the provision of public facilities within the local jurisdiction (County boundaries).

Policy 6-1: The County and each city shall appoint representatives (should be consistent with membership in the Capital Projects Review Team) to participate in local, regional, and/or state government public facility issues in Washington County.

Policy 6-2: The County Building Inspection Department, the County Administrator, the County Clerk's Office, the County Planning Commission, and each municipality shall coordinate (through the actions of the Capital Projects Review Team) to address multi-jurisdictional issues concerning the funding of public services.

Ordinance 2008-3 adopted the following in the School Facilities Element. These were incorrectly numbered and are renumbered to comply with the format of the Comprehensive Plan.

Objective 7: The County shall ensure that future capital improvement needs are addressed consistent with the adopted level of service standards for public school concurrency.

Policy 7-1: The County shall implement School Concurrency managing the timing of residential subdivision approvals, site plans or their functional equivalent to ensure adequate school capacity is available consistent with adopted level of service standards for public school concurrency.

Policy 7-2: Consistent with the Interlocal Agreement, the School Board and the County agree to the following standards for school concurrency in Washington County:

TYPE OF	LEVEL OF SERVICE
Elementary	100% of permanent FISH capacity
Middle	100% of permanent FISH capacity
K-8	100% of permanent FISH capacity
High	100% of permanent FISH capacity

Policy 7-3: The County shall ensure that future development pays a proportionate share of the costs of capital facility capacity needed to accommodate new development and to assist in maintaining adopted level of service standards, via legally available and appropriate methods in development conditions.

Policy 7-4: The County hereby incorporates by reference the School Board's School Facilities Work Plan that includes school capacity sufficient to meet anticipated student demands projected by the County and municipalities, in consultation with the School Board's projections of student enrollment, based on the adopted level of service standards for public schools.

Policy 7-5: The County, in coordination with the School Board, shall annually update the Capital Improvements Element by adopting by reference the School Board's financially feasible Work Program, to ensure maintenance of financially feasible capital improvements program and to ensure level of service standards will continue to be achieved and maintained during the five-year planning period.

Policy 7-6: The 5-year schedule of improvements ensures the level of service standards for public school are achieved and maintained within the period covered by the 5-year schedule. After the first 5-year schedule of capital improvements, annual updates to the schedule shall ensure levels of service standards are achieved and maintained within each year of subsequent 5-year schedule of capital improvements.

