



# LAKE WALES, FL

## 2040 COMPREHENSIVE PLAN

### I. FUTURE LAND USE ELEMENT

**GOAL I.1.** It shall be the goal of the City of Lake Wales to provide a system for orderly growth and development to ensure that the character, magnitude, and location of all land uses fosters a high quality of life that balances a natural, physical, social, and economic environment that meets the needs of the present and future population.

Objective I.1.1. *Land Development Regulations*

*Management of growth and development through the preparation, adoption, implementation, and enforcement of land development regulations consistent with the policies of the Comprehensive Plan.*

**Policy I.1.1.1.** The "Land Development Regulations" and other local regulations pertinent to land development shall be reviewed and updated on a regular basis for consistency with the Comprehensive Plan and for effective implementation of the growth management policies of the Plan. Land development regulations shall be as efficient and effective as possible and shall integrate all appropriate land development regulations into a unified code to the extent practical.

**Policy I.1.1.2.** Adopt, amend, and enforce land development regulations that are consistent with and implement the comprehensive plan within one year after submission of the plan (or amendments to the plan) to the Department of Economic Opportunity (DEO).

**Policy I.1.1.3.** The adopted land development regulations shall regulate the use of land consistent with the Future Land Use Element and the Future Land Use Map Series, shall ensure the compatibility of adjacent land uses, and, at a minimum, shall:

- a. Regulate the subdivision of land;
- b. Regulate land development to provide for parks and open space;
- c. Regulate land development to protect lakes, wetlands, and other environmentally-sensitive areas;
- d. Regulate development in areas subject to periodic flooding, and provide for drainage and storm water management;
- e. Regulate land development to protect potable wells and aquifer recharge areas;
- f. Regulate signage;
- g. Regulate parking, vehicular site access, and onsite traffic flow.

- h. Include a concurrency management system to ensure that issuance of a development order or development permit is conditioned upon the availability of public facilities and services necessary to serve new development.

**Policy I.1.1.4.** The adopted land development regulations shall establish zoning districts and standards for uses, densities and intensities of use consistent with the future land use classification system established under Objective 2.

**Policy I.1.1.5.** The adopted land development regulations shall permit and encourage the use, where appropriate, of innovative development techniques such as mixed-use development projects, traditional neighborhood development (TND) projects, zero-lot-line home subdivisions, and cluster housing.

**Objective I.1.2. *Future Land Use Classification System***

*The location, intensity and density of future development and redevelopment shall be directed in appropriate areas as depicted on the Future Land Use Map Series consistent with the goals, objectives, and policies of the Comprehensive Plan.*

**Policy I.1.2.1.** The following land-use categories are established:

- a. Commercial and Employment Activity Centers
  - i. Regional Activity Center (RAC)
  - ii. Community Activity Center (CAC)
  - iii. Neighborhood Activity Center (NAC)
  - iv. Business Park Center (BPC)
  - v. Downtown District (DD)
  - vi. General Commercial (GC)
  - vii. Industrial (IND)
  - viii. Limited Commercial/Industrial (LCI)
  - ix. Mixed Use (MU)
- b. Residential
  - i. Low Density Residential (LDR)
  - ii. Medium Density Residential (MDR)
  - iii. High Density Residential (HDR)
  - iv. Rural Residential (RR)
- c. Other
  - i. Residential Office (RO)
  - ii. Public (PUB)
  - iii. Conservation (CON)

Public schools shall be allowed in all land use classifications, subject to resource protection and other applicable regulations of the land development regulations.

Intensity terms:

GLA – Gross leasable area

FAR - floor area ratio – The ratio of all of the square footage of floor area of all floors in a building to the square footage of the site.

**Policy I.1.2.2. Regional Activity Center (RAC)**

The Regional Activity Center (RAC) classification is established to create a concentration of commercial facilities to serve the region and to provide for "high density housing" integrated with and in close proximity to these facilities.

An RAC is intended to be a major commercial area designed as a unit and integrated with surrounding developments in terms of layout; facilities for vehicles, bikes, and pedestrians; storm water management; green space; and design elements.

Location criteria: RACs shall

- be limited to one or two locations in the City;
- range from 400 to 1000 acres in size;
- be served by public transportation
- be located with direct access to a major arterial road (preferably at an intersection of arterial roads or arterial roads and collector roads)
- be served by City water and sewer services
- not be located within a wellhead protection area
- be at least 5 miles via arterial highways from any other area designated as RAC

Typical uses/intensity:

Regional mall with more than one anchor department store and associated out-parcel commercial development, large retail outlets, entertainment establishments, professional offices, educational uses, and mixed-use development. 300,000 SQ. FT. GLA and over. To permit a beneficial mix of uses, up to thirty percent (30%) of the gross land area may develop as High Density Residential (HDR). Residential above the first floor of non-residential uses shall not be counted in the (30%).

Development Criteria – RAC

The land development regulations shall include provisions applicable to the RAC at the intersection of Chalet Suzanne Road and US Highway to ensure coherent and integrated development, to avoid piecemeal development and inefficient transportation facilities, to protect natural resources, and to provide adequate green space and buffers.

The regulations shall implement the following development criteria.

- Uses within development shall incorporate frontage roads or shared access to major roads.

- Construction of collector roads as shown on the Transportation Map in the Future Land Use Map series shall be required to provide interconnections as further development takes place in the northeast quadrant of the RAC and nearby residential areas.
- Mixed use and multi-family development are encouraged.
- Pedestrian, bicycle, and vehicular connections among residential and commercial uses shall be required.
- Developers shall provide for public transportation accessibility and facilities such as bus shelters.
- Green space shall be provided in developments to provide for visual relief, public gathering places, and buffering where necessary.
- Natural resources such as wetlands and ponds shall be protected and featured as integral components of developments for common open space and visual enhancement.
- Must be located outside of Wellhead Protection Areas and buffered from Conservation Areas.

**Policy I.1.2.3. Community Activity Center (CAC)**

The primary function of the Community Activity Center (CAC) classification is to encourage a variety of commercial and professional uses in shopping plazas to serve the City as a whole as well as surrounding residential areas.

A CAC is intended to provide an inter-connect grouping of commercial facilities and plazas conveniently accessible from a major highway and connected via collector roads, local roads, and pedestrian/bike facilities to nearby residential areas.

Location criteria: CACs shall

- be located on arterial highway.
- be served by city water and sanitary sewer services
- be 200 to 800 acres in size and
- be located a minimum of 2 miles from any other land designated as a CAC or RAC

Typical uses/intensity: Supermarket, department store, drug store, movie theater, home improvement center, professional offices, personal services, restaurants and other various commercial, professional, mixed-use, educational, medical and public uses. 90,000 to 300,000 SQ.FT. GLA. Maximum FAR = .60.

In a mixed-use development, residential uses shall constitute a maximum of 50% of the floor area on any site, and residential density shall not exceed 12 units per acre.

Development criteria:

- Cross access for vehicles, bikes, and pedestrians among shopping plazas and outparcels shall be required.
- Roadway, pedestrian, and bikeway connections to surrounding residential areas shall be required.
- Shared access to arterial highways shall be required.
- Consolidated signage for shopping plazas shall be required.
- Green space shall be required to buffer and connect adjacent land uses and to provide for visual relief and public gathering spaces, and to protect wetlands and trees.

**Policy I.1.2.4. General Commercial (GC)**

The primary function of the General Commercial (GC) classification is to allow redevelopment, infill and continuation of existing businesses in isolated pockets of older commercial development where desirable.

Location criteria: The classification is intended primarily for developed commercial and mixed-use areas and is not intended for designation of undeveloped properties or the creation of new, isolated commercial areas or strip commercial development. This classification is not intended to be used in areas where phasing out isolated commercial pockets is in the best interest of the neighborhood.

Typical uses/intensity: Retail stores, financial institutions, auto repair, professional offices, and personal services. Maximum FAR = .40.

Development criteria:

- Must have access from arterial or collector roads.
- Existing "strip" commercial development may infill but shall not be extended.
- Cross-access to adjoining uses may be required where warranted by potential traffic impacts.
- Served by municipal water and sanitary sewer if available.
- Buffering shall be required where adjacent to residential use.
- Frontage roads, cross-access to adjoining uses, connections to local street networks, and pedestrian-bike path links shall be required as

feasible when existing commercial uses are expanded or changed or when new uses and structures are permitted.

**Policy I.1.2.5. Downtown District (DD)**

The primary function of the Downtown District (DD) classification is to maintain and revitalize the historic or traditional central business district, including adjacent neighborhoods, as a vital and focal point of the city through continued enhancement of its accessibility, appearance, preservation, utilization, and facilities.

Priorities for the DD areas shall be: well-designed public open space for special events and relaxation, streetscape improvements including a continuous and ADA accessible pedestrian circulation system, decorative and effective street lighting, benches and outdoor dining areas, decorative trash receptacles, screening around dumpsters, public restrooms, clear signage to identify business locations and public features, mixed residential and business uses, adequate public parking in and around the DD, well maintained public and private property, and preservation of the historic properties.

Location criteria: Existing central business districts and immediately surrounding areas.

Typical uses/intensity:

Financial institutions, specialty shops, restaurants, personal services, professional uses, cultural institutions, educational uses, mixed use, multi-family residential, public open space and government buildings. The DD area is intended to be a walking district with a mix of traditional downtown uses and residential.

Maximum FAR of 4.0. Ground floor residential uses shall not exceed 50% of the DD area.

Development criteria: Development must be consistent with the historic and aesthetic character of the area. Multi-family and mixed commercial/residential use of structures is permitted up to 25 dwelling units per gross acre. Residential densities of up to 75 dwelling units per gross acre may be allowed with a special approval. On-street parking shall be retained where possible. Creative use of existing structures is preferred over new construction. Development shall be in accord with the CRA Redevelopment Plan.

- Land use regulation. Regulations for the Downtown Historic District and other tools shall be used to preserve and enhance the historical and architectural character of DD areas in reviewing renovations of existing buildings as well as new construction. These may include local historic district regulations, demolition delay requirements, architectural and design guidelines, and zoning regulations consistent with the traditional development pattern of the central business districts.

- The number of parking spaces required for uses in the core portions of DDs shall be flexible and shall take into account that public parking lots and street parking is available to uses in the DD.

**Policy I.1.2.6. Neighborhood Activity Center (NAC)**

The primary function of the Neighborhood Activity Center (NAC) classification is to accommodate businesses and services oriented to the needs of residents in the surrounding neighborhoods.

The NACs are also intended as village centers in residential developments. They should be designed as community centers and integral parts of residential neighborhoods, with businesses located in groups rather than in a strip along a roadway and should be accessible via local roads and pedestrian/bike paths from nearby residential areas.

Typical uses/intensity:

Convenience store, drug store, bakery, florist, professional offices and personal services. 20,000 - 90,000 SQ.FT. GLA. Maximum FAR = .25 except in village centers where the maximum FAR shall be 2.0. Residential uses shall constitute a maximum of 40% of a contiguous NAC district and shall not exceed 12 units per acre.

Location criteria:

Accessible to surrounding residential neighborhoods. Where City water and sanitary sewer are available. Direct access to a collector or arterial road. A minimum of a mile from another NAC or another activity center (CAC or RAC). Maximum size 20 acres, except that a mixed-use NAC designed as a village center in a residential development may encompass up to 50 acres.

Development criteria:

- NACs shall be a planned grouping of businesses with a common access point rather than a strip commercial area;
- Access to an NAC shall be from an arterial road or from a collector road connecting residential areas to a larger roadway.
- Pedestrian/bike paths shall be required to connect the NAC to the surrounding neighborhoods it serves.
- Access to NAC businesses shall be designed primarily for accessibility by the pedestrian and bicycle rather than by the motorized vehicle. Drive-up banks and restaurants shall require a special permit.
- New village centers shall be designed to mimic traditional central business districts, with a mix of residential and non-residential uses and pedestrian oriented layouts.

**Policy I.1.2.7. Business Park Center (BPC)**

The primary function of the Business Park Center (BPC) classification is to promote employment opportunities within the region by allowing for the establishment of office parks, research and development parks, light-industrial facilities, distribution centers, and mixed-use employment parks.

The BPC classification is intended for well planned, extensively landscaped business park development rather than piecemeal development of individual lots.

Typical uses/intensity: light manufacturing and assembly plants, warehouses, office centers. Maximum FAR = .75.

Location and development criteria: Access to primary shipping routes (highways and/or rail). Access to site by arterial or major collector only. Spatially separated and buffered from residential areas. Support commercial to serve employees of a business park shall not exceed 25% of any single contiguous BPC district. Where City water and sanitary sewer are available. Minimum BPC area shall be 10 acres. A master plan shall be required prior to the subdivision of any land for business park development. The plan shall show an overall lot and road layout, landscaped buffers to adjacent lands, extensive landscaping within the park, and design guidelines for site development.

**Policy I.1.2.8. Mixed Use (MU)**

The primary function of the Mixed Use (MU) category is to establish centers of master planned suburban/urban activity, in areas with a high level of public facility availability and intended to develop with a horizontal or vertical mix of residential and nonresidential uses, achieving internal trip capture and the development of a high quality environment for living, working, or visiting.

Location criteria: MUs shall

- Have frontage on an arterial
- Be a minimum of 500 acres
- Be served by City water and sewer services

Typical uses/density/intensity: Commercial, office, and light industrial uses mixed with suburban or urban residential uses and support uses such as recreational uses, schools, hospitals, and entertainment uses.

Range of potential density/intensity:

- Maximum gross residential density is nine (9) units to the acre.
- Maximum floor area ratio (FAR) is 1.0.

Development in areas designated with the Mixed Use (MU) category shall contain a percentage of at least three (3) of the following general categories of land uses (measured in acres district wide, not per development site or phase):

- Minimum ten (10) percent residential
- Minimum ten (10) percent Commercial/Professional
- Minimum ten (10) percent Light Industrial/Distribution

- Minimum five (5) percent Recreation/Open space; or
- Minimum three (3) percent Public Use

Development criteria:

The land development regulations shall include provisions applicable to the MU to ensure coherent and integrated development, avoid piecemeal development and inefficient transportation facilities, to protect natural resources, and to provide adequate green space and buffers.

The regulations shall implement the following development criteria:

Mixed use development shall require a Planned Development Project approval.

Pedestrian, bicycle, and vehicular connections among residential and nonresidential uses shall be required.

Developers shall provide for public transportation accessibility and facilities such as bus shelters.

Green space shall be provided in developments to provide for visual relief, public gathering places, and buffering where necessary.

Natural resources such as wetlands and ponds shall be protected and featured as integral components of developments for common open space and visual enhancement.

**Policy I.1.2.9. Industrial (IND)**

The primary function of the Industrial (IND) classification is to accommodate the facilities necessary for the processing, fabrication, manufacturing, recycling, or wholesale distribution of goods.

Typical uses/intensity: Manufacturing and processing plants, truck terminals, bulk products storage or sales facilities, heavy machinery sales or repair. Maximum FAR = .75.

Location and development criteria:

- Access to primary shipping routes, (highway and/or rail). Access to site by arterial or major collector only.
- Spatially separated and buffered from residential areas.
- Must be located outside of Wellhead Protection Areas and buffered from Conservation areas, wetlands and other environmentally sensitive areas and from adjacent non-industrial land uses.
- Where central water and sanitary sewer are available.
- Commercial uses to serve the employees in an industrial area shall not exceed 15% of an area designated as IND and shall be accessible by pedestrians, bikes and vehicles from the interior of the industrial park or development.

**Policy I.1.2.10. Limited Commercial-Industrial (LCI)**

The primary function of the Limited Commercial-Industrial classification is to allow low traffic generating commercial and industrial uses fronting on major roadways that will not result in commercial strip development.

Location criteria: This classification will be used along major roadways outside of Commercial Activity Centers (CACs) and Regional Activity Centers (RACs).

Typical uses/intensity: auto dealerships, storage facilities, light manufacturing and assembly plants. Types of uses not appropriate to LCI areas are high traffic generating uses such as retail stores, gasoline stations, banks, and restaurants. Up to 200,000 GLA. Maximum FAR .60.

Development criteria: Cross access easements shall be required.

**Policy I.1.2.11. Residential-Office (RO)**

The primary function of the Residential-Office (RO) classification is to permit low intensity office and commercial uses in conjunction with residential use.

Location criteria: This classification may serve as a transition between commercial and residential use or as a buffer where a major highway intersects an existing residential neighborhood. The RO classification is intended primarily for developed areas to provide viable economic use and redevelopment option for residential areas that have declined in value because of their location on major roadways.

Typical uses/intensity: Professional offices, medical facilities, institutional and educational uses and public facilities. Single family dwellings, two- and three-family units, and multi-family units up to 12 units per gross acre. Up to a maximum FAR of .25.

Development criteria: Mixed use developments are encouraged. Off-site residential uses shall be buffered from non-residential uses. Access to major collector and arterial roadways.

**Policy I.1.2.12. Low Density Residential (LDR)**

The primary function of the Low Density Residential (LDR) classification is to provide areas for housing, primarily single-family, with an overall density of 5 or fewer dwelling units per acre.

The LDR classification is intended to preserve the character of existing single-family residential areas with large lots and to allow the continued development of these areas. It is also intended for classification of vacant parcels, particularly newly annexed lands on the periphery of the City.

Location criteria: LDR is appropriate for vacant lands a half mile or more from arterial roadways and CACs-Community Activity Centers and RACs-Regional Activity Centers. Existing residential areas with a density of 3 or fewer units per acre on average should also be assigned the LDR designation.

Typical uses: Housing up to 5 units per acre. Single-family houses. Two- and three-family units, multi-family units may be allowed depending on compatibility

with adjoining residential areas, the development suitability of the site, and the availability of public facilities and services. Uses that are customarily found in residential neighborhoods and compatible with residential development, such as religious, educational, public facility uses, and assisted living facilities with a maximum FAR of .25. Clustering of housing units is encouraged to preserve open space and natural resources.

Vacant and undeveloped parcels now designated LDR, but were previously designated MDR prior to 2021 at a maximum gross density of 6 units per acre, shall be permitted to develop at a maximum gross density of 6 units (instead of 5) units per acre. This provision is intended to recognize the property rights of the current landowners, and shall be in effect for 20 years following the adoption of the Comprehensive Plan Amendment.

**Policy I.1.2.13. Medium Density Residential (MDR)**

The primary function of the Medium Density Residential (MDR) classification is to provide areas for housing in compatible groupings at a density of up to 12 units per gross acre.

A density bonus of up to 33% may be granted for an affordable housing development meeting current federal criteria for affordability in Polk County, provided that the development is located in a multi-family zoning district, has in excess of 12 units, and provided the requirements for open space, recreation, buffers, pervious area and parking are not reduced.

The MDR classification is intended to preserve the character of existing single-family residential areas and to allow the continued development of these areas. It is also intended to encourage redevelopment of declining residential areas and to allow a variety of housing types on vacant lands within a half-mile of commercial areas and arterial highways.

Location criteria: The MDR designation is appropriate for lands within a half mile of arterial roadways and CACs-Community Activity Centers and RACs-Regional Activity Centers. MDR should also be assigned to existing residential areas with densities greater than 5 and up to 12 units per acre on average.

Typical uses: Housing up to 12 units per gross acre. Single-family houses. Two- and three-family units, townhomes, and multi-family units may be allowed depending on compatibility with adjoining residential areas, the development suitability of the site, and the availability of public facilities and services. Clustering of units is encouraged to preserve open space and natural resources.

Uses that are customarily found in residential neighborhoods and compatible with residential development, such as religious, educational, public facility uses, and assisted living facilities with a maximum FAR of .40.

**Policy I.1.2.14. High Density Residential (HDR)**

The primary function of the High Density Residential (HDR) classification is to allow for housing at a density not to exceed 25 dwelling units per acre located within a quarter mile of commercial centers and along major roadways.

The HDR classification is intended to encourage redevelopment of declining urbanized areas along major roadways and to allow for new multi-family development convenient to commercial centers.

Location criteria: HDR is appropriate for lands within a quarter mile of a CAC-Community Activity Center or RAC-Regional Activity Center and an arterial roadway. HDR should also be assigned to existing residential areas with a density greater than 12 units per acre.

Typical uses: Multi-family developments up to 25 units per gross acre depending on the development suitability of the site and the availability of public facilities and services. Uses that are customarily found in residential neighborhoods and compatible with residential development, such as religious, educational, public facility uses, and assisted living facilities with a maximum FAR of .60.

**Policy I.1.2.15. Public (PUB)**

The primary function of the Public (PUB) classification is to designate or identify existing government owned facilities, parks, and open space areas.

Development criteria: Future government facilities, recreation and park sites shall be permitted in all Future Land Use categories except Conservation (CON) consistent with protection of the environment. Existing government facilities and recreation and park sites shall be designated PUB on the Future Land Use Map.

**Policy I.1.2.16. Conservation (CON)**

The primary function of the Conservation (CON) classification is to provide for the use and protection of wetlands and habitat areas that are recognized as significant by the city. Protection of these areas shall be through a combination of resource identification as outlined under Objective 3 and transfer of density as outlined below.

Location criteria: Wetlands and scrub habitat may be identified CON on the Future Land Use Map, or through designation of the Wetland Overlay District. Lands that have been dedicated for conservation by legal instrument or through a transfer of density rights shall be designated as CON and shall not be eligible for reclassification.

Development criteria: Wetlands and scrub habitats shall be preserved within areas designated CON. If non-environmentally sensitive areas are identified through an environmental survey as outlined in under Objective 3 – Protection of Natural Resources, a Comprehensive Plan amendment may be requested to reclassify those areas for development. Density rights may be transferred from wetlands and scrub habitats to those non-environmentally sensitive portions of the same site.

Where a site or a portion of a site is classified as Conservation and non-environmentally sensitive portions of the site have been identified through an approved site survey, development may be clustered on the non-environmentally sensitive portions of the same site through a transfer of density rights. Density rights on wetlands may be transferred at the rate of up to one dwelling unit per acre for residential land use and .05 FAR for commercial/industrial use. Density rights on scrub habitat may be transferred at a rate of up to five dwelling units per

acre for residential land use and .25 FAR for commercial/industrial use. A density bonus of up to one dwelling unit per acre may be granted.

**Policy I.1.2.17. Rural-Residential (RR)**

The primary function of the Rural-Residential (RR) classification is to permit agricultural activities, rural-density residential development, environmental protection of sensitive lands, and to also serve as a reserve for future urban development.

Development criteria: Agricultural uses, residential development at a density of one unit per five acres (1DU/5AC) and Rural Planned Development shall be permitted.

**Policy I.1.2.18. Rural Planned Development**

The primary function of the Rural Planned Development (RPD) shall be to permit limited urban development in areas identified as Rural-Residential where, due to environmental characteristics, only a portion of a site is suitable for development purposes.

Development criteria: Single-family homes, two-and three-family units, and multi-family units shall be permitted. Densities of up to three units per cross acre shall be permitted depending on the development suitability of the site and the availability of public facilities and services. A Planned Development is required. To permit a beneficial mix of uses, up to five percent of the gross land area may be developed as neighborhood commercial or office. Typical uses include convenience stores, drug stores, beauty parlors, and professional offices. Commercial and office uses shall be compatible with the scale of the surrounding residential development. The Floor Area Ratio (FAR) shall not exceed .25. RPDs shall contain a minimum of 160 acres; be served by a municipal potable water and wastewater system; be adjacent to, or front on, a paved, public collector or arterial road; and reserve, via a conservation easement, site-plan approval condition, or other similar land reservation mechanism, no less than 50 percent of the development site as agricultural land use, open space, or habitat protection. The maximum number of dwelling units to be approved for an RPD project shall be calculated based upon the entire RPD site area (including the minimum 50% reservation area) with the total permitted dwelling units to be clustered on the non-reservation portion of the site.

**Policy I.1.2.19. Development of Regional Impact (DRI)**

The Development of Regional Impact (DRI) Overlay District is created to recognize developments that have received approval as a DRI.

Location criteria: Developments that have received a Development Order pursuant to Chapter 380, F.S., shall be granted a DRI designation upon approval of a Comprehensive Plan Amendment. The permitted densities/intensities of DRIs in the City of Lake Wales are listed as follows.

Eagle Ridge Mall - This DRI is permitted for 1,200,000 SF of retail commercial uses on 179.1 acres.

Objective I.1.3. *Protection of Natural, Historical, and Cultural Resources*

*To the maximum extent possible, protect natural, historical, and cultural resources from the negative impacts of development and redevelopment. The land development regulations shall incorporate provisions to protect resources as delineated by the policies of this objective.*

Policy I.1.3.1. Overlay Districts for Resource Protection

The land use and related regulations shall restrict and limit development in areas where development could adversely affect or be adversely affected by significant natural resources and man-made facilities and features. The following overlay districts are established and are specifically identified on the Future Land Use Map Series and other official maps for limitation.

- a. Floodplain Protection Areas
- b. Soils-limited Sites
- c. Airport Buffer Areas
- d. Wellhead Protection Areas
- e. Historic Preservation Areas
- f. Wetland Overlay District

Policy I.1.3.2. Floodplain Protection Areas

Floodplain Protection Areas are established to indicate areas subject to potential periodic flooding and to limit uses and intensities to those for which the risk of loss would be minimal and which do not alter the natural function of the floodplain. Floodplain Protection Areas shall be defined as those areas identified by the Federal Emergency Management Agency (FEMA) in its most recent Flood Insurance Study for Lake Wales as within a 100-year floodplain or having a 1% chance of being flooded in any given year. Standards conforming to FEMA requirements for construction in the regulatory floodplains shall be maintained in the land development regulations. (See "Conservation" map in Future Land Use Map Series.)

Development within Floodplain Protection Areas shall be discouraged and density/intensity may be transferred from undeveloped floodplain areas to contiguous non-floodplain areas within the same 100-year flood basin. Development or redevelopment within Floodplain Protection Areas shall meet the requirements of the land development regulations and shall not result in post development run-off rates which exceed pre-development run-off rates for storm frequencies at least as stringent as those rates established by the Southwest Florida Water Management District. When there are no reasonable alternatives, encroachment, including fill, new construction, substantial improvements, and other development, shall only be permitted upon certification by a registered professional engineer that encroachments shall not result in any increase in flood levels during occurrence of the 100-year base-flood discharge. Additionally, no

new residential lots shall be created that are entirely within the 100-year flood zone.

Development within the floodplain protection areas shall conform to the following criteria: All permits from an agency with jurisdiction shall be approved prior to, or concurrently with, the City issuing the final development order for the development. Impacts shall first be avoided. Secondly, where they cannot be avoided, impacts shall be minimized and shall be mitigated. Impacts where unavoidable and where properly mitigated, as determined by the City of Lake Wales and by agencies having jurisdiction, shall be permitted for the purpose of beneficial use of the property.

**Policy I.1.3.3. Soils-limited Sites**

Soils-limited sites are sites where soils are unsuitable for development or on-site wastewater treatment. Such sites include those in areas delineated by the U.S. Soil Conservation Service (SCS) as having severe limitations for septic-tank adsorption fields and the foundations of dwelling without basements. New buildings in areas rated severe for foundations may, at the option of the city, be required to have a soil test performed at the developer's expense prior to approval of a building permit. Standards regarding on-site wastewater treatment systems shall be as directed in Sanitary Sewer Sub-Element. (See "Soils" map in Future Land Use Map Series.)

**Policy I.1.3.4. Airport Buffer Areas**

Airport Buffer Areas are established to protect the Lake Wales and Chalet Suzanne Airports from encroachment of incompatible land uses, such as the construction of tall structures, or from activities that would create potential safety hazards or problems for aircraft or that would be negatively impacted by airport operations.

**Policy I.1.3.5. Wellhead Protection Areas**

Wellhead Protection Areas are established to protect existing and future public water wells from contamination. The Natural Resources Map of the Future Land Use Series shall designate as Wellhead Protection Areas, zones of protection around existing or future wellheads, based on contaminant travel time as determined by a professional hydrologist. Standards regarding restricted or prohibited uses or activities within such areas shall be maintained in the land development regulations as directed in Conservation Element.

**Policy I.1.3.6. Historic Preservation Areas**

Historic preservation areas as shown on the Historic Districts Map of the Future Land Use Map Series are established to indicate concentrations of historic structures and to protect significant historic areas from unwarranted alteration or the encroachment of incompatible land uses that would detract from the historic character of the area. Standards regarding official designation, creation of review boards, land use controls, and decision criteria shall be maintained in the land

development regulations to designate and regulate locally adopted historic districts, such as the Downtown Historic District.

**Policy I.1.3.7.** Wetland Overlay District

The Wetland Overlay District is created to recognize those areas identified on the National Wetlands Inventory and by other applicable authorities as wetlands, the boundary of which may be more accurately defined as set forth in this Plan.

**Policy I.1.3.8.** Development within the Wetland Overlay District shall conform to the following criteria: All permits from an agency with jurisdiction shall be approved prior to, or concurrently with, the City issuing the final development order. Wetland impacts shall first be avoided. Secondly, where they cannot be avoided, impacts shall be minimized and shall be mitigated by wetland compensation or wetland enhancement. Wetland impacts, where unavoidable and where properly mitigated, as determined by agencies having jurisdiction, shall be permitted for the beneficial viable use of the property

For any development proposed in an area designated as Conservation on the Future Land Use Map, require developers to perform a predevelopment survey of the site at their expense to more accurately determine the extent of wetlands and scrub habitat. Surveys of scrub habitat shall include identifying the presence of endangered species, threatened species, or species of special concern. The qualification of those performing the survey and methodology used shall be acceptable to the city.

**Policy I.1.3.9.** The City shall consider developing a sustainability plan that addresses at a minimum climate change, consider switching to renewable energy for city operations, water conservation, economic development, greenhouse gas emissions, incentives for green building, low impact development, limiting solid waste and consider switching to renewable energy for City operations.

**Objective I.1.4.** *Concurrency of Development with the Availability of Public Facilities and Services*

*Ensure that urban services and facilities, including central potable water and wastewater services, roadways, public safety (law enforcement, fire protection and EMS), parks, libraries, and schools, are available to all existing and new development within the city limits to meet their needs at service levels established by the city and other agencies providing such services to the city.*

**Policy I.1.4.1.** Direct higher densities and intensity of uses to areas where public facilities and services are available or are projected to be available concurrent with the impacts of development. Limit the density and intensity of use in areas where public facilities and services are not available or projected to be available concurrent with the impacts of development.

**Policy I.1.4.2.** Continue to require in the land development regulations that development orders or permits for future development and redevelopment are

issued only if the public facilities and services necessary to meet the city's adopted level of service standards for urban services established in the Capital Improvements Element and, as applicable, those of other agencies providing urban services to the city are available concurrent with the impacts of the development.

**Policy I.1.4.3.** Continue to maintain agreements with and coordinate development reviews with other agencies which provide urban services to the city, including the Florida Department of Transportation, Polk County, the Polk County School Board and the Lake Wales Charter School Board to ensure that their services will be available at appropriate levels of service concurrent with the impacts of any development proposed in the city.

**Policy I.1.4.4.** Require new development to pay for all capital improvements for public facilities needed to serve the development at the adopted levels of service at a cost proportionate to the additional capacity or improvement needed through the use of impact fees and other mechanisms.

**Policy I.1.4.5.** To the extent that public facility improvements paid for by a developer are used by others outside of the development, reimburse the developer for capital costs from assessments to those others on a basis proportionate to the use.

**Policy I.1.4.6.** Require new development to provide bonding or other financial guarantees to ensure the completion of required public facilities improvements.

**Policy I.1.4.7.** As part of the Concurrency Management System, continue to reserve public facility and service capacity for approved development and to assess the cumulative effect of such approvals on public facility and service capacity.

**Policy I.1.4.8.** Expand urban services as necessary to promote economic growth in targeted areas such as industrial and business parks.

**Objective I.1.5. *Desired Urban Growth Pattern***

*A compact, efficient, and sustainable pattern of development that provides convenient access for residents to urban services and amenities, avoids urban sprawl, strip development and leap-frog development, protects natural and historic resources, is compatible with existing land uses and is coordinated with and consistent with the adopted growth management plans of Polk County, adjacent municipalities, and with applicable regional and state agency plans and regulations.*

**Policy I.1.5.1. Future Land Use Map (FLUM)**

The Future Land Use Map is the key instrument for achieving Objective I.1.5. The distribution of land use designations on the FLUM shall be carefully chosen and maintained to promote the desired growth pattern as expressed in this comprehensive plan, particularly under this objective (Objective I.1.5 – Desired

Urban Growth Pattern) and Objective I.1.2 – Future Land Use Classification System.

Locate future land uses on the Future Land Use Map at densities and intensities that will discourage urban sprawl and leap-frog development that unduly depletes the physical, social, and fiscal resources of the city.

**Policy I.1.5.2.** Functional mix of land uses

The land development regulations shall promote an integrated mix of residential and non-residential land uses consistent with the future land use classification system of this element and shall include mechanisms to promote innovative site design.

**Policy I.1.5.3.** Infill and redevelopment

Promote infill development and redevelopment of urban areas through flexible land use regulations and quick turn-around times for reuse inspections and permit reviews, and financial incentives such as development impact fee exemptions for desirable uses. Land use regulations for redevelopment target areas shall promote affordable housing and make liberal use of the special permit process to allow a wide range of uses without compromising neighborhood integrity and land use compatibility.

**Policy I.1.5.4.** Commercial nodes

Concentrate intense commercial uses in Activity Centers on the Future Land Use Map as established in Objective 2 – Future Land Use Classification System. High and medium density residential developments are appropriate within and in close proximity to commercial nodes.

**Policy I.1.5.5.** Discourage strip commercial development

Along major roadways outside of commercial nodes, lower intensity land use classifications shall be assigned such as LCI-Limited Commercial-Industrial and RO-Residential Office and medium to high density residential (MDR and HDR) classifications are also appropriate. Integrated, developments with common access roads and service roads shall be encouraged and required as feasible to reduce traffic congestion.

NACs-Neighborhood Activity Centers shall be designated for convenience shopping to serve residential areas at a distance from commercial nodes.

**Policy I.1.5.6.** Coordinate future land use planning with Polk County for areas outside of the City of Lake Wales but within the Lake Wales Planning Area by participating in joint planning efforts such as the development of Selected Area Plans and interlocal agreements where applicable.

**Policy I.1.5.7.** During the site plan review process, city staff shall review the impact of future land use activities having potential impacts outside the Lake

Wales city limits with the appropriate staff of Polk County, adjacent municipalities, or agency responsible for any applicable resource planning and management plan prepared pursuant to Chapter 380, F.S. in an effort to reduce potential conflicts.

- Policy I.1.5.8.** Promote compact urban growth through the location of public facility expansions contiguous to existing developed areas through policies in the Sanitary Sewer Sub-Element, Potable Water Sub-Element, and Drainage Sub-Element.
- Policy I.1.5.9.** Direct public facility investments in and near existing urban areas through capital improvement funding priorities as established in Capital Improvements Element.
- Policy I.1.5.10.** The utility regulations shall discourage the establishment of new private on-site wastewater treatment systems as called for in Sanitary Sewer Sub-Element policies.
- Policy I.1.5.11.** Encourage the use of centralized water and wastewater systems through an interlocal utility service agreement with Polk County.
- Policy I.1.5.12.** The land development regulations shall require continued coordination with Polk County and the Florida Department of Transportation to mitigate the traffic impacts of development adjacent to Highway 27 and S.R. 60 in the Lake Wales Planning Area and with agencies as appropriate on access management, facility design options, right-of-way needs, and on-site traffic flow.
- Policy I.1.5.13.** Prohibit the development of activities that are in direct or indirect conflict with the provisions and intent of the of the Lake Wales Connected Plan.
- Policy I.1.5.14.** Enforce the provisions of the Lake Wales Connected Plan through the implementation of the City's Comprehensive Plan and Land Development Regulations.
- Policy I.1.5.15.** Consistent with the recommendations of the Downtown Lake Wales Connected Plan, consider the adoption of a form-based code for Downtown Lake Wales and design standards for the City's national historic district to preserve the character, uniqueness, and historic integrity of the area and its structures.
- Policy I.1.5.16.** Through corridor planning exercises, the City shall develop plans for critical east west connections (e.g. Lincoln Avenue and Dr. JA Wiltshire Avenue) from the Northwest neighborhood to the Downtown that address the physical and social aspects of these facilities.
- Policy I.1.5.17.** The City shall develop a neighborhood plan for the Northwest Neighborhood.

**Policy I.1.5.18.** Consider the adoption of a zoning district which permits a density not to exceed 12 dwelling units per acre to facilitate the development of townhomes which assist the City and Polk County in increasing local housing diversity and type.

**Policy I.1.5.19.** As the City continues to grow and the need for expansion of the City limits arises, the City should explore developing planning area studies for the area immediately adjacent to the City limits to understand land use activities, transportation modes, utilities needs and economic development issues.

**Policy I.1.5.20.** Understanding the economic importance of the viable agricultural industry surrounding the City, the City shall investigate methods for protecting these lands through greenbelt design principles, which may include rural development plans, transfer of development rights, conservation easements or other innovative planning techniques.

**Objective I.1.6. *Redevelopment and Renewal***

*Revitalization of older business areas and rehabilitation of areas of substandard housing.*

**Policy I.1.6.1.** Continue to support downtown redevelopment in the designated Community Redevelopment Agency Area and fund public improvements in accordance with the Redevelopment Plan.

**Policy I.1.6.2.** Implement Housing Element directives for the renewal and revitalization of substandard housing.

**Policy I.1.6.3.** Promote infill development and redevelopment through designation of appropriate land uses and densities on the Future Land Use Map Series and through incentives.

**Policy I.1.6.4.** Prohibit development activities that conflict with the provisions and intent of the of the City of Lake Wales Community Redevelopment Plan.

**Policy I.1.6.5.** Amend and enforce the provisions of the Land Development Regulations to implement the Lake Wales Community Redevelopment Plan.

**Objective I.1.7. *Elimination of Incompatible Uses***

*Eliminate existing land uses, conditions, and zonings that are inconsistent with the Comprehensive Plan and the proposed future land uses as depicted on the Future Land Use Map Series*

**Policy I.1.7.1.** Identify, reevaluate, and work towards the elimination of existing land uses that are inconsistent with the city's character and the proposed future land uses.

**Policy I.1.7.2.** Assign zoning designations consistent with the Future Land Use Classification of land and amend the zoning map as may be necessary to eliminate zoning that is inconsistent with this Comprehensive Plan.

**Policy I.1.7.3.** The land development regulations shall provide for the vesting of pre-existing development rights and for conditions and procedures under which a grace period of up to two years may be granted to permit development in existing zoning districts that are inconsistent with the Comprehensive Plan.

Objective I.1.8. *Availability of Public Facilities*

*In conformance with the concurrency objective of the Comprehensive Plan, ensure that suitable land is available for public facilities as necessary to support proposed development.*

**Policy I.1.8.1.** Public facilities, including schools that provide essential service to existing and future land uses authorized by the Comprehensive Plan shall be permitted in all future land use categories subject to restrictions in state and federal law and applicable land development regulations.

**Policy I.1.8.2.** The land development regulations shall continue to require developers to confirm that public facilities and services required by the Comprehensive Plan are available or are committed to be available concurrently with completion of the development prior to the issuance of a development order.

**Policy I.1.8.3.** To conserve capacity for city property owners and honor commitments to owners who annexed property into the city limits for future development, new potable water and sanitary sewer service shall be provided only to those properties that lie within the city limits or are in an area designated by the city under Chapter 180, F. S. In cases where annexation is not feasible, exceptions may be made at the discretion of the city for properties on which existing on-site wastewater treatment systems are failing or for non-residential properties on which development would be of economic benefit to city residents. Annexation agreements shall be required from all owners whose property is to be serviced under an exception.

**Policy I.1.8.4.** The terms of active utility service area agreements between the City and adjacent municipalities, Polk County or private utility systems shall be adhered to. The Director of Utilities shall maintain a map showing the limits of the City's future service area as established in any such agreements.

**Policy I.1.8.5.** The City shall explore the feasibility of partnering with a communications provider in developing a fiber optic backbone and establishing long term needs in communication advancements that will provide a significant advantage in the recruitment of businesses and generating new jobs in the City.

Objective I.1.9. *Property Rights*

*In accordance with the legislative intent of §163.3161, F.S., the City of Lake Wales shall adopt a Property Rights statement.*

**Policy I.1.9.1.** The City shall understand the right of a property owner to physically possess and control his or her interest in their property

**Policy I.1.9.2.** The City shall understand the right of a property owner to use, maintain, development, and improve his or her property for personal use or the use of any other person, subject to state law and local ordinances.

**Policy I.1.9.3.** The City shall understand the right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.

**Policy I.1.9.4.** The City shall understand the right of a property owner to dispose of his or her property through sale or gift.

## II. TRANSPORTATION ELEMENT

**GOAL II.1.** It shall be the goal of the City of Lake Wales to provide a safe and efficient transportation system for all modes of travel that is financially feasible, consistent with community needs, and environmentally sound.

Objective II.1.1. *Maintenance of Level of Service*

*Provide a safe and efficient system of roads by Level of Service (LOS) on all roadway segments.*

**Policy II.1.1.1.** The following are peak hour standards, indicating the minimum acceptable level of service:

Principal Arterials	LOS E
Minor Arterials and Collectors	LOS E
Other Roadways	LOS E
Florida Intrastate Highway System Roadways	LOS D

**Policy II.1.1.2.** The City shall ensure through the adoption of land development regulations and concurrency management system that no road segment will be permitted to deteriorate to an unacceptable LOS.

**Policy II.1.1.3.** To facilitate redevelopment and to advance the City's desires to continue to reinvigorate the Downtown, the City shall consider development of a mobility plan and mobility fee to repeal and replace transportation concurrency, proportionate share and County road impact fees within the Community Redevelopment Area (CRA).

**Policy II.1.1.4.** The City shall prioritize mobility projects that encourage people to walk, bicycle, use new mobility technology and ride transit in the Downtown and CRA, in lieu of adding capacity to roadways.

**Policy II.1.1.5.** The City recognizes the importance of planning for a transportation network that is inclusive of all modes (motorized and non-motorized). As such, the City will evaluate the establishment of areawide road level of service standards that cumulatively evaluates capacities and traffic volumes for multiple roads within an area as opposed to a segment-by-segment evaluation to maintain adopted level of service standards and identify future capacity needs. Areawide level of service standards recognize the benefit of a gridded transportation network to provide mobility and accessibility. Roadway capacities shall be based upon professionally accepted methodologies.

**Policy II.1.1.6.** Explore the establishment of road impact fees.

**Policy II.1.1.7.** The City shall explore development of mobility fees, based on one or more mobility plans, including the Lake Wales Connected Plan developed for

the CRA, to repeal and replace transportation concurrency, proportionate share and County road impact fees. The mobility fees may be adopted Citywide or within a portion of the City such as the CRA.

- Policy II.1.1.8.** Cooperate in regard to any Traffic System Management (TSM) program proposed for Polk County by the Polk Transportation Planning Organization (TPO) or the Florida Department of Transportation (FDOT).
- Policy II.1.1.9.** Request that FDOT and-or the TPO measure average daily and peak hour traffic on all city streets classified as urban collectors for the purpose of estimating levels of service.
- Policy II.1.1.10.** Continue to request that railroad companies owning or controlling rights-of-way in the city assist the city in making improvements to railroad grade crossings in the city.
- Policy II.1.1.11.** The City shall continue to coordinate with the CitrusConnection transit provider to ensure that fixed bus routes address the needs of the community and actively seek opportunities to increase ridership and expansion of service.
- Policy II.1.1.12.** Technology advances in transportation continue to generate new opportunities for mobility options in cities. To understand these advancements the City should become members of an organization that discusses and drives policy on autonomous vehicles and other technological advancements.
- Policy II.1.1.13.** The City may elect to adopt a Mobility Plan and Mobility Fee that only addresses City Maintained Facilities and would replace transportation concurrency and proportionate share only for City maintained facilities.
- Policy II.1.1.14.** If the City elects to repeal and replace the Polk County road impact fee, consultation with the County shall be required. The repeal and replacement of the Polk County road impact fees shall only occur in areas of the City where a Mobility Fee and Mobility Plan has been adopted and impact to County facilities has been addressed through the identification of mobility projects to address needed improvements.
- Policy II.1.1.15.** A Mobility Plan may be adopted by either a resolution or ordinance of the City Commission. The Mobility Fee would go into effect per the provisions of an adopted Mobility Fee ordinance. The City Commission may elect to repeal and replace transportation concurrency, proportionate share, and road impact fees concurrently with the adoption of a Mobility Fee implementing ordinance.
- Policy II.1.1.16.** Should the City Commission elect to adopt a Mobility Fee, the City, concurrently with the Mobility Fee implementing Ordinance, shall update the Transportation and Capital Improvement Elements of the Comprehensive Plan to integrate the adopted Mobility Plan and Mobility Fee and reflect the repeal and

replacement of transportation concurrency, proportionate share and if applicable, County road impact fees.

- Policy II.1.1.17.** A Mobility Plan shall include provisions that address mobility between destinations. A Mobility Plan shall include a horizon year and the multimodal projects in a Mobility Plan shall be based upon the expected, anticipated or desired increase in new development, infill development and redevelopment by the established horizon year and the associated increase in person travel demand.
- Policy II.1.1.18.** The City, as part of a Mobility Plan or Fee, may adopt quality and/or level of service standards for pedestrians, bicycle, transit and other multi-modal facilities. Quality of Service (QOS) standards shall be related to the overall travel experience of the user with higher standards established in areas where walking, bicycling, transit and other non-vehicular modes of travel are encouraged. Level of Service (LOS) standards shall be related to the width or size of pedestrian, bicycle and non-vehicular facilities with wider and larger facilities in areas where non-vehicular modes of travel are encouraged and frequency of transit service with greater frequencies and spans of service in areas where transit is encouraged. The QOS and LOS standards may serve as benchmarks and used as performance measures.
- Policy II.1.1.19.** A Mobility Plan may include complete street policies and/or design standards for the improvements identified in a Mobility Plan. A Mobility Plan may serve as a Master Plan for roads and transit within the City. The Mobility Plan may also function as a Bicycle, Pedestrian, Trails, Greenways and other non-vehicular modes or travel Master Plan.
- Policy II.1.1.20.** A Mobility Plan may include policies related to land use overlays to encourage multimodal supportive development. A Mobility Plan may also include provision that allow for reduction in development parking requirements in recognition of car and bicycle sharing provisions adopted into the Mobility Plan. The Mobility Plan may also include parking strategies that reduce parking requirements for mixed-use, multimodal development and affordable housing.
- Policy II.1.1.21.** A Mobility Fee would be a one-time assessment on new development or redevelopment that results in an impact to the transportation system through an increase in person trips and person miles of travel. The Mobility Fee, consistent with Florida Statute, shall be required to meet the dual rational nexus test and shall be roughly proportional to the person travel demand impact of new development, infill and redevelopment.
- Policy II.1.1.22.** A Mobility Fee shall be based on multimodal projects included in an adopted Mobility Plan or functionally equivalent Plan. A Mobility Fee shall be expended on multimodal projects included in an adopted Mobility Plan or functionally equivalent Plan.

**Policy II.1.1.23.** A Mobility Fee may include provisions to encourage and incentivize new development, infill and redevelopment within targeted areas of the City. The Mobility Fee may also include provisions to encourage affordable and workforce housing, mixed-use, multimodal supportive development and desired land uses that increase employment and attract economic development.

**Policy II.1.1.24.** An application for private development may not be required to pay a Mobility Fee and also meet transportation concurrency, proportionate share and pay road impact fees to the extent a Mobility Plan and Mobility Fee addresses the same facilities and travel demand impacts as would be addressed through the application of transportation concurrency, proportionate share and road impact fees for City, County and State maintained facilities.

**Objective II.1.2. *Access Control***

*Preserve the capacity and safety of arterials and collectors by coordinating and controlling access points, median openings, and intersection locations.*

**Policy II.1.2.1.** Adopt land development regulations to control access to arterial and collector roads from adjacent development.

**Policy II.1.2.2.** Where feasible, promote the use of shared driveways and frontage roads to provide access to arterial and collector roads.

**Policy II.1.2.3.** Coordinate with the TPO and FDOT in the review of site plans to ensure safe and efficient access to arterial and collector roads from adjacent development.

**Objective II.1.3. *Rights-of-Way***

*Protect existing and planned road rights-of-way from encroachment by incompatible development.*

**Policy II.1.3.1.** Review land development regulations to ensure minimum building setback lines and land dedication through the plat and site plan review and approval process are adequate to accommodate rights-of-way. The TPO and FDOT should be consulted concerning rights-of-way for state-maintained highways.

**Policy II.1.3.2.** Indicate on the Future Land Use Map Series any planned rights-of-way for local roads to serve the projected land uses.

**Objective II.1.4. *Coordination Other Elements and Plans***

*Coordinate the transportation system with the Future Land Use Element and with the plans of the TPO, the FDOT, and adjacent municipalities.*

**Policy II.1.4.1.** Review changes to the transportation system for the necessity and appropriateness of the change in relation to future land uses as depicted on the future Land Use Map Series and the adopted level of service standards.

- Policy II.1.4.2. The Transportation Element shall continue to be consistent with the adopted long-range plans of the TPO and FDOT, including plans for the Strategic Intermodal System Facility, US 27.
- Policy II.1.4.3. Establish parking strategies for expanding city-owned parking facilities in response to parking demands and in support of development and redevelopment activities.
- Policy II.1.4.4. Annually evaluate existing facilities and service, and the feasibility of expanding service to support the City's industrial park and future industrial expansion as well.
- Policy II.1.4.5. Enhance, through the provision of streetscape improvements such as landscaping, shade trees, pedestrian ramps, street furniture, lighting, active ground floors, and branded signage, existing and planned connectors within the City of Lake Wales to Bok Tower.
- Policy II.1.4.6. Coordinate with FDOT District 1 to refine the context classifications for SR 17 (Scenic Highway) to ensure that its design can prioritize pedestrians and place through Downtown.

Objective II.1.5. *Minimization of Negative Impacts*

*Minimize the potential disruptive or negative impacts of the traffic circulation system on the community.*

- Policy II.1.5.1. Major road construction projects shall be reviewed for environmental impacts and consistency with the Conservation Element.
- Policy II.1.5.2. The treatment of stormwater runoff shall be included as an integral component of all new roadway construction and reconstruction.
- Policy II.1.5.3. Design and construct the traffic circulation system to slow and limit arterial and cut-through traffic that would damage the character and integrity of residential neighborhoods or significant cultural or historic resources, including designated historic districts.
- Policy II.1.5.4. Annually evaluate truck traffic routes in the city for impacts on neighborhoods and city streets.
- Policy II.1.5.5. Explore opportunities to reroute truck traffic in the city as indicated by the evaluation of truck traffic routes to minimize impacts on neighborhoods and city streets.
- Policy II.1.5.6. Amend or adopt land development regulations that contain design for the safe and efficient flow of on-site traffic and for the provision of adequate parking for vehicles and bicycles.

**Policy II.1.5.7.** Coordinate with the Florida Department of Transportation to identify and change the speed limits for state roads that are located within the City's jurisdiction, as needed.

**Objective II.1.6. *Non-motorized Transportation***

*Provide for the needs of bicyclists and pedestrians as a means of reducing local motor vehicle traffic.*

**Policy II.1.6.1.** Consider the needs of bicyclists and pedestrians in conjunction with all road construction, reconstruction, or maintenance projects. The TPO's recommended evaluation criteria should be used to determine which projects, if any, will be considered for upgrading to Florida Greenbook and Complete Street bicycle and pedestrian facility standards in the TPO's Bicycle and Pedestrian Safety Action Plans.

**Policy II.1.6.2.** During all road construction, reconstruction, or maintenance projects, the City shall utilize the TPO's Bicycle and Pedestrian Safety Action Plans to ensure adequate facilities are provided for non-motorized modes of transportation.

**Policy II.1.6.3.** The Public Services Director, or his designee, shall periodically evaluate the need for improved bicycle and pedestrian access-ways connecting residential areas and shopping centers, parks, schools, and public buildings and shall make recommendations to the City Commission based on this evaluation. The TPO's evaluation criteria should be used for evaluating bicycle needs. The evaluation process should be coordinated with the evaluation of access to parks and recreation areas and with Polk County School Board in regard to access to public schools.

**Policy II.1.6.4.** Within financial constraints, include annually in the Capital Improvements Program the bicycle and pedestrian facility improvements that are identified in the evaluation as being needed.

**Policy II.1.6.5.** The City shall update their land development regulations criteria for non-motorized access for new residential and commercial developments to be consistent with best practices for pedestrian and bicycle circulation and access.

**Policy II.1.6.6.** Lake Wales shall coordinate with and participate in the TPO's Bicycle and Pedestrian Programs.

**Objective II.1.7. *Bicycle and Pedestrian Master Plan***

*Research, draft, and implement a bicycle and pedestrian master plan within the City of Lake Wales.*

**Policy II.1.7.1.** Conduct a study of existing and planned bicycle and pedestrian facilities within the City of Lake Wales, noting whether each facility is managed by the City, County, or other organizations.

- Policy II.1.7.2.** Coordinate with the CSX Corporation allocate a portion of their existing or vacant rights-of-way for a multi-use trail, particularly in regard to lands located north of Dr. JA Wiltshire Avenue.
- Policy II.1.7.3.** Conduct a public engagement program to solicit public feedback on the current existing and planned bicycle and pedestrian system and how they would like to see it expand in the decades ahead.
- Policy II.1.7.4.** Incorporate the findings of the study and the public engagement process to develop a master plan that addresses existing deficiencies while providing a framework for the how the system is to grow within an identified planning horizon.
- Policy II.1.7.5.** Implement the bicycle and pedestrian master plan and periodically monitor growth of this system to ensure that it continues to grow in a manner and scope consistent with the plan.

### III. HOUSING ELEMENT

**GOAL III.1.** It shall be the goal of the City of Lake Wales to provide opportunities for safe, sound, and affordable housing for all present and future residents, while recognizing the private sector as the primary provider of housing.

Objective III.1.1. *Provision of Adequate and Affordable Housing*

*Assist the private sector and nonprofit organizations to provide safe, sound, and affordable housing to meet the needs of the existing and anticipated population, including very low, low and moderate income households, consistent with the protection of natural resources.*

**Policy III.1.1.1.** Assure the availability of adequate sites for the projected number and type of housing units through the Future Land Use Element and Future Land Use Map Series.

**Policy III.1.1.2.** Continue to review and modify the development review, approval, and permit process to make it as streamlined and efficient as possible as an incentive to encourage private sector and nonprofit participation in meeting affordable housing needs.

**Policy III.1.1.3.** Regularly review and modify land development regulations to eliminate excessive requirements and provide incentives to increase private sector and nonprofit participation in meeting affordable housing needs, while continuing to ensure the health, safety, and welfare of city residents.

**Policy III.1.1.4.** Establish standards within the land Development Regulations to address the quality of housing, stabilization of neighborhoods, and identification and improvement of historically significant housing.

**Policy III.1.1.5.** Periodically review and, and where consistent with capital needs, modify impact fee and utility connection fee structures and policies as an incentive to encourage private sector and nonprofit participation in meeting affordable housing needs.

**Policy III.1.1.6.** Continue to rigorously enforce the Open Housing Ordinance to prevent unfair and discriminatory real estate marketing and financing practices.

**Policy III.1.1.7.** In accordance with the schedule outlined in the Capital Improvements Element, provide supporting infrastructure to new residential neighborhoods and special needs housing.

**Policy III.1.1.8.** Continue to adopt land development regulations to permit and encourage mixed commercial-residential development or redevelopment.

**Policy III.1.1.9.** Take maximum advantage of federal, state and county funding and programs designed to aid in the provision of housing for very low, low and moderate income households.

- Policy III.1.1.10. Work with private sector housing providers to reexamine and adopt new and attractive incentives for infill residential development and redevelopment projects within the City's existing urbanized areas, particularly in downtown.
- Policy III.1.1.11. Principles and criteria for siting very low, low and moderate income housing shall be: to ensure very low, low and moderate income families adequate public facilities and services; to reduce concentrations of low and moderate income housing; to provide adequate sites for low and moderate income housing based on projections and demand for such housing.
- Policy III.1.1.12. New residential development shall be located so as to minimize adverse impacts on the environment, primarily through the implementation of the Future Land Use and Conservation Elements.
- Policy III.1.1.13. Regularly review and, where appropriate, modify adopted land development regulations for the siting of code-approved manufactured homes that are consistent with 320.8285 and 553.38 F.S., to include aesthetic criteria to assure compatibility with site-built homes.
- Policy III.1.1.14. Continue to review the infrastructure needs of mobile home parks and subdivisions.
- Policy III.1.1.15. Develop a strategy and plan of action for the provision of affordable housing in the CRA on sites identified in the Phase I Northwest Neighborhood Revitalization Plan and through other means.
- Policy III.1.1.16. Coordinate with public (Lake Wales Housing Authority) and private housing developers to identify potential sites for affordable housing opportunities within the Northwest Neighborhood.

Objective III.1.2. *Maintenance and Improvement of Housing Stock*

*Eliminate substandard housing conditions within the City and assist owners and occupants to maintain and improve the structural and aesthetic condition of dwelling units.*

- Policy III.1.2.1. Principles and criteria for the conservation, rehabilitation, and demolition of housing units shall be: to encourage property owners to make repairs to housing units before serious problems develop; reduce blight and decay of neighborhoods; maintain the value of the housing stock; and encourage private investment in residential areas.
- Policy III.1.2.2. Seek to increase code enforcement activities in areas with concentrations of substandard housing units through a program of systematic inspections.
- Policy III.1.2.3. In accordance with the schedule outlined in the Capital Improvements Element, upgrade infrastructure in residential neighborhoods with

concentrations of substandard housing units to encourage infill and private investment.

**Policy III.1.2.4.** Regularly review and amend where necessary city housing and health codes and standards relating to the care and maintenance of residential and neighborhood environments and facilities.

**Policy III.1.2.5.** Take maximum advantage of federal, state, and county funding and programs for the rehabilitation or demolition and replacement of substandard housing units.

**Policy III.1.2.6.** Continue the rate of demolition of dilapidated housing units in areas where concentrations of substandard housing units are found.

**Policy III.1.2.7.** Abide by the mandates of the Uniform Relocation Assistance and Real Property Acquisition Act (URA), ensuring that those temporarily or permanently replaced as a result of the city's actions regarding housing conservation, rehabilitation, or demolition, will be provided adequate relocation assistance.

**Policy III.1.2.8.** Continue to work with the Lake Wales Care Center and the Lake Wales Housing Authority to set up an information and referral system to make information on housing maintenance and rehabilitation programs available to city residents.

**Objective III.1.3. *Sites for Special Needs Housing***

*Ensure the provision of adequate sites for housing for those with special needs, including sites for group homes, foster care facilities, and seasonal or migratory workers.*

**Policy III.1.3.1.** Residential care facilities and group homes that require licensing by the state shall be allowed as mandated by state statutes. For those categories that may be regulated by the local government, the City will promote community living options for special needs populations, review the land Development Regulations to remove unnecessary provisions, and afford the residents of group homes their human and constitutional right to equal protection and due process.

**Policy III.1.3.2.** Through the Future Land Use Element and the Future Land Use Map Series, assure that sites are available for facilities for family care and special needs populations, including one site for the developmentally disabled and two sites for the mentally ill.

**Policy III.1.3.3.** Continuously review and, where appropriate, modify land development regulations to assure that group homes and foster care facilities licensed or funded by the Florida Department of Health and Rehabilitative Services are permitted in areas of residential character.

**Policy III.1.3.4.** Periodically evaluate the housing needs of seasonal and migratory workers in Lake Wales and amend the Housing Element to account for this need.

**Policy III.1.3.5.** Encourage and assist nonprofit organizations in their efforts to meet the housing needs of special populations including the homeless, the elderly, the disabled, and seasonal and migratory workers.

Objective III.1.4. *Housing Implementation Program*

*Ensure the timely implementation of the adopted housing goal, objectives, and policies.*

**Policy III.1.4.1.** Seek to establish a Housing Advisory Committee to advise the City Commission in regard to housing issues and, as directed by the City Commission, to assist in implementing the adopted housing goal, objectives, and policies.

**Policy III.1.4.2.** The Housing Advisory Committee shall issue a report at least annually outlining the progress in implementing the housing goal, objectives, and policies, with emphasis on the elimination of substandard housing conditions, and making recommendations for correcting housing problems and for the structural and aesthetic improvement of housing and residential neighborhoods.

**Policy III.1.4.3.** The Housing Advisory Committee shall participate in and cooperate with the Polk Housing Task Force.

**Policy III.1.4.4.** Continue to support non-profit partnership that provides affordable housing through a combination of planning, design, innovative financing, grant management, infrastructure improvements, and resident education.

# IV. SANITARY SEWER, SOLID WASTE, DRAINAGE, POTABLE WATER & NATURAL GROUNDWATER AQUIFER RECHARGE ELEMENT

**GOAL IV.1. Sanitary Sewer - It shall be the goal of the City of Lake Wales to ensure the environmentally sound treatment and disposal of wastewater generated by all residents and businesses.**

Objective IV.1.1. *Elimination of System Deficiencies*

*Eliminate identified deficiencies in the municipal sanitary sewer system by replacing worn-out and obsolete system components.*

**Policy IV.1.1.1.** Continue a program of capital improvements in the wastewater system to address deficiencies.

Objective IV.1.2. *Expansion of System to Meet Future Needs*

*Expand the municipal sanitary sewer system as needed to meet the needs of future residents and businesses in such a manner as to maximize the use of existing facilities and discourage urban sprawl.*

**Policy IV.1.2.1.** The following level of service standard for wastewater treatment and disposal is hereby established:

Flow capacity

Average daily flow: 100 gcpd (240 Equivalent Residential Unit (ERU))

Maximum daily flow: Average daily flow plus 13 percent

Effluent quality: Meet or exceed EPA and DEP effluent standards

**Policy IV.1.2.2.** The land development regulations shall require that no development order will be issued for any development that would result in the failure of the municipal sanitary system to meet the adopted LOS standards.

**Policy IV.1.2.3.** Expansion or increase in capacity of the municipal sanitary sewer system shall be in accordance with projects listed in the Five-Year Schedule of Capital Improvements or projects paid for by developers to serve new development or redevelopment.

**Policy IV.1.2.4.** Continue to schedule capital projects to expand the wastewater collection and treatment system to serve all areas within the corporate limits of the city and any service areas established under Chapter 180 of the Florida Statutes. Capital projects to expand the wastewater collection or treatment system to serve development outside of the city limits shall be undertaken only in compliance with this plan.

- Policy IV.1.2.5.** Continue to the extent feasible to reuse the effluent discharge from the Lake Wales wastewater treatment plant as irrigation water in developments.
- Policy IV.1.2.6.** Continue to update the estimate of the population served by the sanitary sewer system annually and amend the Comprehensive Plan, if necessary, to make adjustments to the adopted level of service standard for wastewater treatment and disposal.
- Policy IV.1.2.7.** Continue to restrict municipal sanitary sewer service to properties outside of the city limits, unless it is determined to be consistent with the City's sewer expansion plans and City Commission policy.
- Policy IV.1.2.8.** Continue to charge municipal sanitary sewer system customers in areas outside of the city a rate above that charged customers inside the city, consistent with limits established by the state.
- Policy IV.1.2.9.** Require all new and existing wastewater generators within the city's corporate limits or within service areas established under Chapter 180 of Florida statutes to connect to the municipal sanitary sewer system when lines are available and in the opinion of the Director of Utilities it is economically feasible for the city to provide such service.
- Policy IV.1.2.10.** Where lines are not available or projected to be available to connect new wastewater generators to the municipal sanitary sewer system, on-site sewage disposal systems may be allowed if permitted under the requirements of state statutes and regulations, except that: (a) the minimum lot size for any new residential subdivision employing subsurface soil absorption fields shall be 20,000 square feet, (b) no on-site sewage disposal systems shall be permitted in areas where the soils are rated "Severe" by the Soil Conservation Service for the type of system proposed, (c) on-site sewage disposal systems shall not be permitted in Conservation areas, (d) on-site sewage disposal systems shall not be permitted for commercial or industrial uses, unless it is determined by the Director of Utilities that connecting to the City's system is infeasible. The Director of Utilities shall require owners of any buildings using on-site sewage disposal systems to connect to the municipal sewer system when lines become available.
- Policy IV.1.2.11.** New municipal sanitary sewer expansions shall be planned, designed and constructed in a timely manner in accordance with the provision of governing directives.
- Policy IV.1.2.12.** In accordance with the Capital Improvements Element continue to require developers to pay for sanitary sewer treatment and collection capacity needed to serve new development at the adopted Level of Service standard.

**GOAL IV.2. POTABLE WATER - It shall be the goal of the City of Lake Wales to provide the reliable delivery of potable water to meet the needs of all residents and businesses within the city limits and those customers approved for service outside the city limits.**

Objective IV.2.1. *Elimination of System Deficiencies*

*Eliminate identified deficiencies in the municipal water system by replacing worn-out and obsolete components.*

**Policy IV.2.1.1.** Continue a program of capital improvements in the potable water system to address deficiencies.

**Policy IV.2.1.2.** Monitor and annually update the master plan for the municipal water system. Update the Comprehensive Plan accordingly.

Objective IV.2.2. *Expansion of System to Meet Future Needs*

*Expand the municipal water service as needed to meet the needs of projected customers in such a manner as to maximize the use of existing facilities, discourage urban sprawl, and meet the water conservation objectives established in the Conservation Element.*

**Policy IV.2.2.1.** The following level of service standard for potable water is hereby established.

Flow Capacity

Average Daily Demand: 122 gpd

Maximum Daily Demand: 1.43 times average daily demand

Storage Capacity: One half times the average daily demand

Pressure (fire): 20 p.s.i. minimum

**Policy IV.2.2.2.** The land development regulations and concurrency management system shall require that no development order will be issued for any development that would result in the failure of the municipal water system to meet the adopted LOS standards.

**Policy IV.2.2.3.** Expansion or increase in capacity of the municipal potable water system shall be in accordance with projects listed in the Five-Year Schedule of Capital Improvements or projects paid for by developers to serve new development or redevelopment.

Continue to schedule capital projects to expand the potable water system to serve all areas within the corporate limits of the city and any service areas established under Chapter 180 of the Florida Statutes.

Capital projects to expand the potable water system to serve development outside of the city limits shall be undertaken only in compliance with this plan.

**Policy IV.2.2.4.** Continue to restrict municipal potable water service to properties outside of the city limits, unless it is determined to be consistent with the City's sewer expansion plans and City Council policy.

**Policy IV.2.2.5.** Continue to charge municipal potable water system customers in areas outside of the city a rate above that charged customers inside the city, consistent with limits established by the state.

**Policy IV.2.2.6.** Land development and related regulations shall require all new development within the city limits and in any area approved by the city under Chapter 180 F.S. to connect to the municipal potable water system when lines are available and in the opinion of the Director of Utilities it is economically feasible for the city to provide such service.

**Policy IV.2.2.7.** To meet the demand for local water needs, the City shall participate in the Central Florida Water Initiative, coordinate with the water management district on the implementation of the Regional Water Supply Plan, identify alternative water supply projects, and update its water supply plan within 18 months of the updated regional water supply.

**Policy IV.2.2.8.** Update the estimate of the populations served by the municipal water system annually and amend the Comprehensive Plan, if necessary, to make adjustments to the adopted level of service standard for potable water.

#### Objective IV.2.3. *Water Conservation*

*Reduce per capita water consumption within the municipal water system in accordance with the requirements of the Southern Water Use Caution Area's (SWUCA) Central Florida Water Initiative for Polk County and other applicable state and water management district requirements.*

**Policy IV.2.3.1.** Continue to enforce the minimum standards of the Building Code for water conserving fixtures in new construction.

**Policy IV.2.3.2.** Continue to require as part of land development regulations the use of drought-tolerant plants where landscaping is required.

### **GOAL IV.3. SOLID WASTE - It shall be the goal of the City of Lake Wales to provide for the efficient collection and environmentally sound disposal of non-hazardous solid waste generated by all residents and businesses.**

#### Objective IV.3.1. *Collection and Recycling*

*Ensure that non-hazardous solid waste generated in Lake Wales is collected for disposal at a designated county landfill or is recycled and the level of service of 7.3 pounds per capita per day shall be maintained at all times. All non-hazardous waste generated in Lake Wales will be collected for disposal at a designated county landfill or recycled to meet the 75 percent recycling rate pursuant to Chapter 403, F.S.*

**Policy IV.3.1.1.** The following level of service standard for solid waste collection is hereby established:

7.3 pounds per capita per day

**Policy IV.3.1.2.** Continue to ensure that the necessary equipment, personnel and facilities are available to maintain the adopted level of service standard for solid waste collection.

**Policy IV.3.1.3.** Continue the interlocal agreement with Polk County for the disposal of solid waste in county landfills.

**Policy IV.3.1.4.** Cooperate with and assist Polk County in meeting the recycling and solid waste management requirements of the Solid Waste Management Act of 1988 for solid wastes generated in Lake Wales by continuing to provide a site for a recycling center.

## **GOAL IV.4. DRAINAGE**

Objective IV.4.1. *Elimination of System Deficiencies*

*Evaluate the city drainage system to identify and prioritize deficiencies and take steps to eliminate these deficiencies.*

**Policy IV.4.1.1.** Adopt drainage level of service standards for existing development defined by the following levels:

### **Flood Protection:**

Level A - Good stormwater drainage. No evidence of significant street or lot flooding.

Level B - Fair stormwater drainage. Some street flooding, no major lot flooding during major storms.

Level C - Poor stormwater drainage. Repeated street or lot flooding during major storms. Level D - No stormwater drainage. Streets and lots flood.

### **Water Quality:**

Level A - Meets state water quality design and performance standards established in 62-330 F.A.C. with treatment of first inch of runoff to meet standards required by 62-330F.A.C.

Level B - Fails to meet state water quality or treatment standards. Stormwater disposal does not enter or degrade receiving water body.

Level C - Fails to meet state water quality or treatment standards. Stormwater disposal degrades receiving water body.

**Policy IV.4.1.2.** The following drainage level of service standards for existing development are hereby adopted:

<b>Drainage Basin</b>	<b>Flood Protection</b>	<b>Water Quality</b>
Lake Wailes	B	B
Crystal Lake	B	B
Lake Cooper	B	B
Lake Worth	C	C
Twin Lakes	B	C
North Lake Wailes	A	C
Lake Alta	A	C
Lake Serena	B	C
Lake Edward	A	C
Grassy Lake	B	B
Lake Bonnie	A	C
Lake Myrtle	C	C
Lake Padgett	C	C
Dinner Lake	C	C
Misc. Minor Basins	C	C

**Policy IV.4.1.3.** The following drainage level of service standards for new public or private development are hereby established:

**Streets and Roads:**

Pavement at or above FEMA 100-year floodplain.

Drainage Structures (culverts and bridges):

Ability to transmit the 100-year return period storm with maximum velocity of five feet per second.

Storm Sewers (inlets, manholes, storm sewer lines):

Designed to handle the 3-year period storm.

**All Development:**

Must comply with existing SWFWMD and FDEP regulations regarding management and storage of surface waters. At a minimum the stormwater system shall be designed for a 24-hour, 25-year storm event and a 100-year, 3-day storm event.

**Water Quality:**

Meet state water quality design and performance standards established in 62-330 F.A.C. with treatment of first inch on runoff to meet standards required by 62-330 F.A.C. Applies to any stormwater drainage system which collects and transmits stormwater to a disposal location, regardless of size of the system.

**Policy IV.4.1.4.** In accordance with the schedule outlined in the Capital Improvements Element, undertake the following projects as described in the Envisors stormwater study:

1. First Street retrofit
2. Scenic Highway retrofit
3. Sessoms Ave. retrofit
4. Washington Ave. retrofit

5. N. Lakeshore Blvd. retrofit
6. Lakeshore Blvd. retrofit
7. Florida & "F" St. retrofit

Objective IV.4.2. *Expansion or Increase in Capacity of System*

*Expand or increase the capacity of the municipal drainage system as needed to meet the needs of future residents and businesses in such a manner as to maximize the use of existing facilities and discourage urban sprawl.*

- Policy IV.4.2.1.** Enact a means to fund needed stormwater facilities that will reserve funds in advance of need (e.g. utility assessment fee).
- Policy IV.4.2.2.** Develop a stormwater utility master plan that estimates and plans for future stormwater management needs while maximizing the use of existing facilities and limiting urban sprawl.
- Policy IV.4.2.3.** Expansion or increase in capacity of the municipal drainage system shall be in accordance with projects listed in the Five-Year Schedule of Capital Improvements or projects paid for by developers to serve new development or redevelopment.
- Policy IV.4.2.4.** Continue to restrict expansion of the municipal drainage to within the city limits except in cases where an executed annexation agreement is in force.

Objective IV.4.3. *Protection of Natural Drainage Features*

*Regulate land use and development to protect the functions of natural drainage ways that serve as primary conveyance systems for stormwater runoff through Land Development Regulations.*

- Policy IV.4.3.1.** Amend or adopt land development regulations regarding stormwater management practices for new development that are at least as stringent as those outlined in Chapter 62-330, F.A.C.
- Policy IV.4.3.2.** Continue to require all development to incorporate soil erosion Best Management Practices during construction.
- Policy IV.4.3.3.** Continue to require all driveways to be constructed in a manner which ensures that (a) they do not interrupt storm drainage flow paths along street margin, (b) they are properly graded to prevent ponding, and (c) they do not transmit sediment into the street or storm drainage system.

**GOAL IV.5. NATURAL GROUNDWATER AQUIFER RECHARGE** It shall be the goal of the City of Lake Wales to protect the recharge ability of areas of high natural aquifer recharge to assure a safe, plentiful supply of groundwater.

Objective IV.5.1. *Identification of Aquifer Recharge Areas*

*Identify and map aquifer recharge areas within the city limits according to the best available data.*

**Policy IV.5.1.1.** All land area within the city limits is to be considered an area of "high recharge" to the Floridan aquifer.

**Policy IV.5.1.2.** Delineate areas of "prime recharge" to the Floridan aquifer on the Future Land Use Map Series when such areas are designated by the Southwest Florida Water Management District.

Objective IV.5.2. *Regulation of Land Use*

*Regulate land use and development to maintain the functions of natural aquifer recharge areas as part of the Land Development Regulations.*

**Policy IV.5.2.1.** As part of the Land Development Regulations, establish criteria to minimize the amount of impervious surfaces in development design and to include recharge areas in open space preservation requirements.

**Policy IV.5.2.2.** The Development Services Director shall coordinate with the Polk County Water Resources Department and the Government Services Representative of the Southwest Florida Water Management District on an annual basis to determine how the city can cooperate with regard to regional aquifer recharge objectives in its management of water resources.

## V. CONSERVATION ELEMENT

**GOAL V.1.** It shall be the goal of the City of Lake Wales to conserve, protect, enhance, and manage its natural resources and to attain the highest possible environmental quality.

Objective V.1.1. *Surface Water Resources*

*Improve the water quality and biological health of the city's lakes. the water quality standards shall be those for Class III waters as defined by the Florida Department of Environmental Protection. Incorporate into Land Development Regulations and establish cooperative agency agreements where appropriate.*

**Policy V.1.1.1.** Continue to cooperate with the Polk County Water Resources Department to develop regulations and procedures for the enforcement of state water quality standards.

**Policy V.1.1.2.** In cooperation with the Polk County Water Resources Department, the Florida Lakewatch Program, or other appropriate agency or program continue to, ensure that all lakes of ten acres or more within the city limits are monitored at least twice annually for standard water quality parameters.

**Policy V.1.1.3.** Adopt a stormwater management plan that prioritizes which lakes, and which drainage facilities affecting those lakes, should receive drainage improvements. Consideration should be given to each lake's relative aesthetic and recreational value to the community and its need and potential for restoration or protection.

**Policy V.1.1.4.** Amend or adopt land development regulations to ensure that existing lake buffers are protected from encroachment by development or other activities detrimental to the water quality or biological health of the lakes.

**Policy V.1.1.5.** In cooperation with county and state agencies and volunteer groups, devise an aquascaping plan aimed at revegetating one lakeshore or portion of a lakeshore with native plants as a demonstration project. If this project is deemed to be successful, plans should be made to aquascape other lakes.

**Policy V.1.1.6.** In cooperation with county and state agencies and volunteer groups, support a continuing program to increase public understanding of factors affecting the health of the city's lakes.

**Policy V.1.1.7.** Seek all available grants, funds, and assistance from government agencies or private organizations for the enhancement, improvement, or restoration of Lake Wales in particular and other lakes within the city in general.

**Policy V.1.1.8.** Cooperate with Polk County and the Southwest Florida Water Management District to place Lake Effie on the list for SWIM restoration funds.

Objective V.1.2. *Groundwater and Potable Water Resources*

*Protect the quantity and quality of Lake Wales' groundwater from degradation.*

**Policy V.1.2.1.** Continue to coordinate with the Southwest Florida Water Management District to implement a local groundwater protection program which at a minimum incorporates the treatment standards outlined in Chapter 62-330 for stormwater management.

**Policy V.1.2.2.** Implement a comprehensive wellhead protection program to prevent the potential release of contaminants within the zones of protection designated on the Future Land Use Map Series. Interim measures for the protection of municipal will shall be:

- a. New activities involving the bulk storage, handling, or processing materials on the Florida Substances List or petroleum products shall be prohibited within the 180-day travel time contour. This shall not prohibit small quantities of such substances normally used for domestic or maintenance purposes.
- b. New on-site wastewater disposal facilities shall be prohibited within the 30-day travel time contour.
- c. New excavations that intersect with the water table shall be prohibited within the 30-day travel time contour.
- d. New lands uses with the potential to contaminate groundwater supplies, including landfills, feedlots, wastewater treatment plants, and junkyards, shall be prohibited within the 180-day travel time contour.

**Policy V.1.2.3.** Establish estimates of the service populations within the municipal water service area using a methodology approved by the Southwest Florida Water Management District for the purpose of calculating average per capita consumption of water. Such estimates shall be reviewed and updated annually.

**Policy V.1.2.4.** In cooperation with the Southwest Florida Water Management District, develop and implement a water conservation program aimed at reducing the per capita consumption of city water in accordance with Obj. 2.3 of the Potable Water Sub-element.

**Policy V.1.2.5.** Continue to have the Lake Wales Police enforce Southwest Water Management District water use restrictions during declared water shortages.

Objective V.1.3. *Floodplains*

*Protect the natural functions of floodplains.*

**Policy V.1.3.1.** Request that the Continue to coordinate with the Southwest Florida Water Management District regarding lake levels for Crystal Lake, North Lake Wailes, and Lake Wailes as part of the District's Minimum and Guidance Levels for Lakes.

Objective V.1.4. *Wetlands*

*Ensure that no net loss of wetlands occurs.*

**Policy V.1.4.1.** Adopt as part of land development regulations, wetland protection standards to protect the natural functions of wetlands and to ensure that no net loss of wetlands occurs within the city limits.

**Policy V.1.4.2.** Continue to require the following interim measures for the protection of wetlands.

- a. New development shall be clustered away from wetlands and shall comply with the Army Corps of Engineers, Southwest Florida Water Management District (SWFWMD) and/or Florida Department of Environmental Protection (FDEP) requirements, or shall maintain a minimum 25-foot buffer from wetlands, whichever is more restrictive.
- b. The density and intensity of development adjacent to wetlands shall not exceed that level which would facilitate the preservation of the natural functioning of the wetland.
- c. Site plans for new development shall identify the location of wetlands.
- d. Sedimentation and erosion controls shall be required where construction or land alteration takes place adjacent to wetlands.
- e. No new lots or parcels shall be created without sufficient uplands to allow development.
- f. No dredge and fill activities shall be permitted in wetlands except that necessary for access to private residences, provided that the direction and rate of historical surface water flow are not changed and that additional wetlands are created for purposes of mitigation shall be on an acre-per-acre basis; shall be equal in type, function, and quality to the wetlands destroyed; and shall be maintained and monitored to assure viability.

Objective V.1.5. *Soil Erosion*

*Prevent soil erosion through appropriate best management practices adopted as part of the Land Development Regulations.*

**Policy V.1.5.1.** Consult with the Polk Soil and Water Conservation District to determine and incorporate into land development regulations appropriate soil erosion best management practices.

Objective V.1.6. *Commercial Valuable Minerals*

*Avoid conflicts between sand mining operations and other proposed land uses and activities and incorporate standards into the Land Development Regulations.*

**Policy V.1.6.1.** Consult with the managers of sand mines for the purpose of avoiding or mitigating conflicts with mining operations whenever annexations,

infrastructure improvements, new development, or other activities are proposed within 1,000 feet of existing or planned mines.

**Policy V.1.6.2.** Adopt as part of land development regulations standards for the buffering of other land uses from sand mining operations.

**Policy V.1.6.3.** Ensure through coordination with the Florida Department of Environmental Protection (FDEP) and the managers of sand mines that mined-out areas are reclaimed according to DEP standards and timetables.

**Objective V.1.7. *Plants and Animals***

*Protect native vegetation, including forests, and wildlife habitats, including fisheries. Coordinate with State and County authorities in identifying habitat locations.*

**Policy V.1.7.1.** Evaluate the adopted tree ordinance to determine if the regulations address the restoration of the tree canopy with drought-tolerant trees.

**Policy V.1.7.2.** In cooperation with the Florida Department of Agriculture, Division of Forestry, draft, adopt, and continually support the implementation of an urban forestry plan that establishes guidelines for planting and maintenance of trees on public property and rights of way, explores the feasibility of establishing a city nursery, and develops ways of educating the public about the benefits of urban forestry.

**Policy V.1.7.3.** In cooperation with the State of Florida, Polk County, and non-profit conservation organizations and land trusts, seek to preserve scrub habitat within the city limits or that is located both within the city and the county. In order of preference, preservation efforts should seek (a) acquisition of sites in fee simple, (b) less than fee simple interest (conservation easement, etc.), or (c) enforcement of state and federal laws regarding threatened and endangered plants and animals.

**Policy V.1.7.4.** Protect vegetative communities and wildlife habitats by preserving open space through the implementation and enforcement of the Comprehensive Plan, directing and controlling densities and intensities of use in environmentally sensitive lands, supporting public acquisition of scrub habitat, and by restricting the removal of native trees.

**Policy V.1.7.5.** Populations of threatened and endangered species shall be protected through the identification, mapping, and regulation of wetland and scrub habitat areas. Generalized wetland and scrub habitat areas shall be identified on the Future Land Use Map Series. Densities and intensities of use shall be directed and controlled in wetland and scrub habitat areas through the continued enforcement of the Comprehensive Plan. The public acquisition of scrub habitat shall be encouraged whenever practicable.

**Policy V.1.7.6.** Consult with the Florida Game and Fresh Water Fish Commission during the land development review process for any proposed activity in conservation areas that may result in adverse impacts to endangered and threatened wildlife.

**Policy V.1.7.7.** Wildlife populations shall be protected through the protection and conservation of viable habitats including lakes, wetlands, and scrub habitats. Lakes shall be protected through Objective 1 and supporting policies of the Conservation Element, and through the objectives and supporting policies of the Drainage Sub-Element. Protection of wetlands and scrub habitat shall be preserved open space through the implementation and enforcement of Comprehensive Plan, directing and controlling densities and intensities of use in environmentally sensitive lands, supporting public acquisition of scrub habitat, and by restricting the removal of native trees.

**Policy V.1.7.8.** Environmentally sensitive lands shall be those areas identified on the Future Land Use Map Series as Conservation (wetlands and scrub habitat), Floodplain Protection Areas, and Wellhead Protection Areas.

**Objective V.1.8. *Air Quality***

*Meet the minimum air quality levels established by the Florida Department of Environmental Protection.*

**Policy V.1.8.1.** Ensure that new facilities that discharge gases or particulates to the air comply with all applicable air quality standards.

**Objective V.1.9. *Hazardous Waste***

*Eliminate the improper disposal of hazardous wastes and coordinate educational programs with the County.*

**Policy V.1.9.1.** Participate in the Amnesty Days program sponsored by the Florida Department of Environmental Protection for the periodic collection and disposal of household hazardous wastes.

**Policy V.1.9.2.** Enter into an agreement with Polk County for the cooperative use of educational materials developed as part of a proposed education program for all generators of hazardous waste.

**Objective V.1.10. *Sustainability***

*Achieve a more sustainable community by establishing city-wide goals as part of a comprehensive sustainability plan.*

**Policy V.1.10.1.** The City shall consider sustainability in promoting economic development activities through the creation and implementation of a sustainability plan as identified in Policy I.1.3.9. of the Future Land Use Element.

**Policy V.1.10.2.** The City shall also promote sustainability through the implementation of the Goals, Objectives, and Policies contained in the Conservation Element.

## **VI. RECREATION AND OPEN SPACE ELEMENT**

**GOAL VI.1.** It shall be the goal of the City of Lake Wales to provide a system of parks, recreations facilities, and open space to meet the needs of all residents.

Objective VI.1.1. *Allocation of Park and Recreation Land*

*At a minimum maintain the existing system of public park and recreation lands.*

**Policy VI.1.1.1.** The following levels of service standard for parks and recreation are hereby established.

Mini-Parks (less than 1 acre):	.25 acre per 1,000 population
Neighborhood Parks (1-15 acres):	1.5 acres per 1,000 population
Community Parks (16-100 acres):	2 acres per 1,000 population
Aggregate:	3.75 acres per 1,000 population

Any land permanently dedicated or available to the public for recreation, regardless of provider, may be used to meet the level of service standard.

**Policy VI.1.1.2.** Ensure through the adoption of land development regulations and a concurrency management system that no development order will be issued for any development that would result in failure of the recreation and park system to meet the adopted LOS standard.

Objective VI.1.2. *Access to Parks and Recreation Lands*

*Ensure that all public parks, recreation lands and lakeshores are accessible to the public by means of walking, bicycling, and, where appropriate, by motor vehicle.*

**Policy VI.1.2.1.** The Leisure Services Director and the Public Services Director shall evaluate access to public parks and recreation lands and lakes and make recommendations to the City Commission for improvements. They shall consider, (1) the adequacy of motor vehicle parking, (2) impediments to bicycle access, (3) impediments to pedestrian access, (4) impediments to access by the elderly and disabled.

Objective VI.1.3. *Recreation Facilities*

*Provide recreation facilities on municipal park and recreation lands to meet the expressed needs and demands of city residents.*

**Policy VI.1.3.1.** The Leisure Services Director and the Public Services Director shall establish standards for the maintenance, aesthetics, landscaping, and signage of city parks.

**Policy VI.1.3.2.** The Recreation Advisory Committee shall recommend annually to the City Commission what, if any, improvements or additions should be made to municipal recreation facilities. the Committee shall consider the expressed desires of residents through an annual survey or open public meeting or series of meetings.

**Policy VI.1.3.3.** The Leisure Services Director and the Public Services Director, with input from the Recreation Advisory Committee, shall evaluate and make recommendations to the City commission regarding designation of streets as bicycle routes and the creation of additional bicycle paths within city parks.

**Objective VI.1.4. *Coordination with Other Recreation Providers***

*Increase the recreation opportunities available to the residents of Lake Wales through identifying, coordinating and cooperating with other recreation providers.*

**Policy VI.1.4.1.** The Leisure Services Director shall continue to coordinate annually with Polk County to suggest improvements or additions to the county park and recreation system that are desired by the residents of Lake Wales, based on the recommendations of the Recreation Advisory Committee.

**Policy VI.1.4.2.** The Leisure Services Director and the Public Services Director shall continue to coordinate with officials of Polk County, the Florida Department of Environmental Protection, Polk Rails-to-Trails, Inc., the Polk Transportation Planning Organization, and other Polk County municipalities on the Ridge to explore the feasibility of acquiring and developing a recreational trail on the abandoned railroad corridor through Lake Wales.

**Policy VI.1.4.3.** Revisit existing agreements with the Polk County School Board and individual school principals regarding public use of school recreation facilities as part of the City's Parks and Recreation Master Planning process.

**Objective VI.1.5. *Recreation Programming***

*Expand organized recreation programs offered to residents within the City of Lake Wales.*

**Policy VI.1.5.1.** The Leisure Services Director, with input for the Recreation Advisory Committee, shall continue to recommend annually to the City Commission ways and means, if any, to improve organized recreation programs available to residents.

Objective VI.1.6. *Open Space*

*Ensure that functional and aesthetic open space is preserved to retain the attractiveness and small-town character of Lake Wales and adopt standards in the Land Development Regulations.*

**Policy VI.1.6.1.** Existing parks and other areas designated as open space on the Future Land Use Map Series shall remain functionally intact and protected from land uses that would adversely impact the designated purpose of such lands.

**Policy VI.1.6.2.** Through the Future Land Use Map Series and land development regulations, direct new development of areas where existing open space areas can be used to buffer dissimilar developed land uses.

**Policy VI.1.6.3.** Adopt as part of land development regulations, definitions and standards for the provision of open space including landscape buffers, required yards, and setbacks by new development.

**Policy VI.1.6.4.** The City shall continue to work with Polk County and Bok Tower to ensure adoption of the North Lake Wales Selected Area Study.

Objective VI.1.7. *Parks and Recreation Funding and Implementation*

*Develop an action plan to prioritize recommended actions for the provision or improvement of parks and recreation; to identify funding sources; and to schedule and budget priority actions annually.*

**Policy VI.1.7.1.** Make use of all available grants, funds, and assistance from other government agencies or private organizations for the provision or improvement of parks and recreation in the city.

**Policy VI.1.7.2.** Coordinate annually the need for capital improvements for parks and recreation with the Capital Improvements Element and budget.

**Policy VI.1.7.3.** The Leisure Services Director and the Public Services Director shall annually make recommendations to the City Commission regarding adequate funding for the provision, operation, and maintenance of park and recreation lands and facilities and proposed funding sources including a schedule of fees and charges.

Objective VI.1.8. *Parks and Recreation Master Plan*

*Research, Draft, and Implement a parks and recreation master plan for the City of Lake Wales.*

**Policy VI.1.8.1.** Conduct a study of existing and planned parks and recreational facilities within the City of Lake Wales, noting whether each facility is managed by the City, County, or a private sector organization.

**Policy VI.1.8.2.** Conduct a public engagement program to elicit public feedback on the existing parks and recreation system and how they would like to see it grow in the decades ahead.

**Policy VI.1.8.3.** Incorporate the findings of the study and the public engagement process to develop a master plan that addresses existing deficiencies while providing a framework for the how the system is to grow within an identified planning horizon. A reevaluation of City's parks and recreation LOS should be conducted during this process.

**Policy VI.1.8.4.** Implement the parks and recreation master plan and periodically monitor growth of the area's parks system to ensure that the system is growing in a manner and scope consistent with the plan.

## VII. INTERGOVERNMENTAL COORDINATION ELEMENT

**GOAL VII.1.** It shall be the goal of the City of Lake Wales to improve governmental efficiency and resolve conflicts by establishing effective coordination measures with various governmental, public, and private entities.

Objective VII.1.1. *Consider Other Agency Plans*

*Consider the plans of other agencies, special districts and all levels of governments.*

**Policy VII.1.1.1.** The City will review the plans and independent special district facility reports of the Southwest Florida Water Management District (SWFWMD), Polk Transportation Planning Organization (TPO), any airport master plans and any college and/or university master plans presented to the City, and identify and resolve conflicts with the Lake Wales Comprehensive Plan, including concurrency related items.

**Policy VII.1.1.2.** The City will coordinate with other agency staff and governing boards by delivery of public notices and conducting meetings, in order to resolve issues raised in Policy VII.1.1.1. Where there is a conflict, the following guidelines and procedures shall be followed.

- a. City department directors will initially work with the counterpart staff of other governments informally to resolve conflicts. If the conflicts cannot be resolved in this manner, the department head will confer with the City Manager to pursue resolution of the conflict with their counterpart.
- b. Where the City has existing agreements with other governments or agencies that address the resolution of conflicts, the city will use the procedures set forth in those agreements. Where there is no existing agreement, the City Manager will meet with the other government to pursue a resolution to the conflict.
- c. If the process established in this policy fails to produce a resolution, the City Manager will request that the Central Florida Regional Planning Council informal mediation process be used.

**Policy VII.1.1.3.** The City will annually consider amending its Comprehensive Plan based upon the review of plans and discussion identified in Policy VII.1.1.2.

Objective VII.1.2. *Joint Planning Areas*

*Identify, implement, and coordinate joint planning areas for annexation and service provision.*

**Policy VII.1.2.1.** The City will coordinate with Polk County, and other jurisdictions as appropriate to establish a joint planning process and delineate the direction and extent of municipal annexation for the planning period.

**Policy VII.1.2.2.** The City and Polk County shall establish a joint planning area that appears on the County's Future Land Use Map, and shall develop an interlocal agreement for planning within the area and for the exclusive provision of water and sewer service to all development therein.

**Policy VII.1.2.3.** Consider revising the provisions of the utility service areas agreement originally adopted in 1999 between the Town of Dundee, the City of Lake Wales, and the City of Winter Haven.

**Policy VII.1.2.4.** The City shall consider pursuing a joint planning agreement regarding unincorporated properties within the Lake Wales Planning Area.

Objective VII.1.3. *Population Projections Methodology*

*Research and communicate population projections for the City of Lake Wales and communicate findings with the School Board of Polk County.*

**Policy VII.1.3.1.** Utilize the University of Florida's Bureau of Economic and Business Research (BEER) data to extrapolate population projections for comprehensive planning purposes.

**Policy VII.1.3.2.** The City will forward the population projections used in its comprehensive plan to the School Board so it 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.

**Policy VII.1.3.3.** The City will enter into an interlocal agreement with the School Board addressing such matters as the joint utilization of consistent and coordinated population projections.

Objective VII.1.4. *Joint Processes for School Siting*

*Identify and describe joint processes for collaborative planning on school siting.*

**Policy VII.1.4.1.** The City will annually review Polk 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. 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 City 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.

**Policy VII.1.4.2.** 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 City of Lake Wales, the Polk County School Board shall notify the City of the location of the site. The City Shall review the site as it relates to consistency with the Lake Wales Comprehensive Plan, Future Land Use Element, including a preliminary analysis

of the potential impact to public facilities. The city's review shall be given to the School Board within 45 days after receipt of their initial notification to the City.

Where additional time is required for a complete public facilities impact analysis as it relates to issues of concurrency for transportation, water, wastewater, parks, stormwater management and/or solid waste, the City shall request that the School Board delay the purchase or lease of a site for a new or expanded school site until such an analysis may be completed and reviewed by the City Commission and School Board respectively.

**Policy VII.1.4.3.** 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.

**Policy VII.1.4.4.** If a proposed site for a new or expanded educational facility is consistent with the future land use policies and categories of the Lake Wales Comprehensive Plan, the City 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 effects on adjacent property.

**Objective VII.1.5. *Joint Processes for Facilities Subject to Concurrency***

*Identify and describe joint processes for collaborative planning for facilities subject to concurrency.*

**Policy VII.1.5.1.** City staff will coordinate as needed with Polk County staff for the purpose of determining future unincorporated area needs for water and sewer within each respective unincorporated area served by the City.

**Policy VII.1.5.2.** For the purpose of obtaining comments pertaining to development expected in the Polk County Comprehensive Plan, the City will notify Polk County staff of plans to adopt construction schedules within its capital improvements element for water and sewer facilities in unincorporated areas within the City's service areas.

**Policy VII.1.5.3.** The City will coordinate, through Polk Transportation Planning Organization (TPO), the transportation needs of the City with the needs of Polk County and the Florida Department of Transportation (FDOT).

**Policy VII.1.5.4.** The City will forward requests for access to county of state maintained roadways to each respective agency for comment concerning their respective plans and policies.

**Policy VII.1.5.5.** 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 methodologies and systems, and levels of service.

**Policy VII.1.5.6.** The City will continue to coordinate with Polk County for joint projects identified in the City's Stormwater Master Plan and the County's Stormwater Management Plan.

Objective VII.1.6. *Joint Processes for Facilities with Regional Significance*

*Identify and describe joint processes for collaborative planning for facilities with regional significance.*

**Policy VII.1.6.1.** The City will continue to coordinate with the Polk County Board of County Commissioners staff for the provision of countywide services, including but not limited to, solid waste disposal and the Polk County Emergency Operations Center.

**Policy VII.1.6.2.** The City will coordinate with the TPO, FDOT, the Joint Airport Zoning Board (JAZB) and any future transit authorities for the provision of major transportation facilities or plans and mass transit.

**Policy VII.1.6.3.** The City will forward notice of proposed future land use plan policies related to hurricane shelters and evacuation routes to the Polk County Emergency Management Department to determine hurricane shelter space availability and the effect of increased evacuating populations on evacuation clearance times and routes.

**Policy VII.1.6.4.** The City will forward notice of proposed future land use plan policies that would affect any regional resource identified by the Central Florida Regional Planning Council (CFRPC).

**Policy VII.1.6.5.** The City will continue to coordinate with the Polk County Housing and Neighborhood Development Division and other appropriate agencies and organization in planning for affordable housing or special needs housing in the City of Lake Wales.

Objective VII.1.7. *Joint Processes for Problematic Land Uses*

*The City will establish, maintain, and improve intergovernmental coordination of development review activities, especially collaborative planning and review of locally unwanted land uses and regulatory concerns.*

**Policy VII.1.7.1.** The City will conduct a review of its locational 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 countywide approach to standards that would be more uniform in their application.

**Policy VII.1.7.2.** The City will coordinate, through the Polk County Planners Forum, the Heart-of-Florida Chapter of the American Planning Association, and monthly City Managers meetings, with the County, other municipalities, or the appropriate ad hoc committees in the development, review, and recommendation of efficient city-wide guidelines to coordinate the location of problematic land uses.

Objective VII.1.8. *Voluntary Dispute Resolution Processes*

*Bring intergovernmental disputes to closure in a timely manner through the use of voluntary dispute resolution processes.*

**Policy VII.1.8.1.** The City will pursue the resolution of conflicts that may arise from the coordination of the Intergovernmental Coordination Element (ICE) goals, objectives, and policies by using the appropriate voluntary dispute resolution processes according to §186.509, F.S.

**Policy VII.1.8.2.** The City will coordinate with the Central Florida Regional Planning Council, Polk County and adjoining municipalities as appropriate to resolve local government future land use plan disputes, as well as other planning-related intergovernmental disputes.

**Policy VII.1.8.3.** The City will pursue the resolution of conflicts that may arise from the coordination of these ICE goals, objectives, and policies using the appropriate voluntary dispute resolution processes adopted by the City.

## VIII. CAPITAL IMPROVEMENTS ELEMENT

**GOAL VIII.1.** It shall be the goal of the City of Lake Wales to provide necessary public facilities and services for all existing and future development, at adopted level of service standards, through a process that permits development concurrent with the ability of the city to provide such facilities and services.

Objective VIII.1.1. *5-Year Schedule of Capital Improvements*

*Continue to provide improvements to public facilities and services as indicated in the 5-Year Schedule of Capital Improvements to correct existing deficiencies, replace obsolete or worn-out facilities, and accommodate the needs of desired future growth.*

**Policy VIII.1.1.1.** Include in the 5-Year Schedule of Capital Improvements all projects and equipment identified as needed in other elements of this Comprehensive Plan that are relatively high in cost (\$25,000 or greater) and necessary to maintain the adopted level of service standards or correct existing deficiencies.

**Policy VIII.1.1.2.** Continue to evaluate and rank proposed capital improvement project is order of priority according to the following guidelines.

- a. Whether the project is needed to: correct an existing level of service deficiency, protect the public health and safety, serve developments for which development orders were issued prior to the adoption of the Comprehensive Plan, or fulfill a legal commitment of the city;
- b. Whether the project is needed to: replace worn-out or obsolete facilities to maintain the adopted level of service standard, improve operating efficiency, reduce costs, serve developed areas lacking full service, or promote in-fill development or redevelopment;
- c. Whether the project is needed to accommodate new growth in accordance with the Future Land Use Map at the adopted level of service standard;
- d. Whether the project represents a logical extension of facilities and services within the city's service area; and
- e. Whether the project is financially feasible within revenue and budget constraints.

**Policy VIII.1.1.3.** Capital improvement projects included in the 5-Year Schedule of Capital Improvements shall be consistent with the goals, objectives, and policies of the appropriate elements of the Comprehensive Plan.

**Policy VIII.1.1.4.** The City, through is Capital Improvement Program, capital budget process, or through land development regulations shall require developers to provide on a proportionate share basis, needed capital expenditures for the replacement or renewal of obsolete or worn-out capital facilities to maintain the adopted level of service standards.

Objective VIII.1.2. *Concurrency and Capital Improvements*

*Continue to base land use decisions, including decisions regarding the issuance of development orders and permits, on the development requirements included in this Comprehensive Plan, the land development regulations of the City of Lake Wales, and the availability of public facilities and services necessary to support such development at the adopted level of service standards.*

**Policy VIII.1.2.1.** The following level of service standards, as established in other elements of the Comprehensive Plan shall be maintained for existing or previously permitted development and for new development or redevelopment in the city or the city's utility service areas.

a. Sanitary Sewer

Flow capacity

Average daily flow: 100 gcpd (240 Equivalent Residential Unit (ERU))

Maximum daily flow: Average daily flow plus 13 percent

Effluent quality: Meet or exceed EPA and DEP effluent standards

b. Potable Water

Flow capacity

Average daily flow: 122 gpcd

Maximum daily demand: 1.43 times average daily demand

Storage capacity: One half average daily demand

Pressure: 20 p.s.i. minimum

c. Solid Waste

Pounds per person per day: 1.3

d. Drainage

For existing development.

Drainage Basin	Flood Protection	Water Quality
Lake Wailes	B	B
Crystal Lake	B	B
Lake Cooper	B	B
Lake Worth	C	C
Twin Lakes	B	C
North Lake Wailes	A	C

Lake Alta	A	C
Lake Serena	B	C
Lake Edward	A	C
Grassy Lake	B	B
Lake Bonnie	A	C
Lake Myrtle	C	C
Lake Padgett	C	C
Dinner Lake	C	C
Misc. Minor Basins	C	C

For new development

Streets and Roads: Pavement at or above FEMA 100-year floodplain

Drainage structures (culverts and bridges): Ability to transmit 100-year return period storm with maximum velocity of five feet per second.

Storm Sewers (inlets, manholes, storm sewer lines): Designed to handle the 3-year return period storm.

All development.

Must comply with existing SWFWMD and FDEP regulations regarding management and storage of surface waters.

#### Water Quality

Meet state water quality design, treatment and performance standards established in 62-330 F.A.C. Applies to any stormwater drainage system which collects and transmits stormwater to a disposal location, regardless of size of the system.

#### e. Recreation

Mini-Parks	.25 per 1,000 population
Neighborhood Parks	.25 per 1,000 population
Community Parks	2 acres per 1,000 population
Aggregate	3.75 acres per 1,000 population

#### f. Roads

Principal Arterials	LOS E to ensure consistency with State and County LOS
Minor Arterials and Collectors	LOS E to ensure consistency with State and County LOS

Florida Intrastate Highway System      LOS D  
Roadways

g. Schools

100% FISH Capacity

**Policy VIII.1.2.2.** Adopt an adequate facilities ordinance to ensure that, at the time a development permit is issued, adequate facility capacity is available or will be available when needed to serve the development. Establish a Concurrency Management System that will include guidelines for interpreting and applying the adopted level of service standards to applications for development orders and development permits and determining when the test of concurrency must be met.

Objective VIII.1.3. *Proportionate Share for New Development*

*Continue to require future development to assume a proportionate share of the cost of providing public facilities and services to support such development at the adopted level of service standards.*

**Policy VIII.1.3.1.** Continue to implement an impact fee ordinance in order to assess new development a pro rata share of the costs required to provide public facilities and services to meet the adopted level of service standards.

**Policy VIII.1.3.2.** Include in land development regulations a program for land dedication, payment-in-lieu of dedication, or other form of exaction as a requirement of subdivision or land development for the purpose of retaining easements for utility and traffic circulation systems, and for meeting all adopted level of service standards.

**Policy VIII.1.3.3.** Continue to require developers to pay for all capital improvements for public facilities needed to serve new development at the adopted levels of service at a cost proportionate to the additional capacity or improvement needed. The City shall accept contributions from multiple applicants for a planned improvement if it maintains contributions in a separate account designated for that purpose.

**Policy VIII.1.3.4.** To the extent that public facility improvements paid for by a developer are used by others outside of the development, reimburse the developer for capital costs from assessments to those others on a basis proportionate to the use.

**Policy VIII.1.3.5.** Continue to require developers to provide bonding or other financial guarantees to ensure the completion of required public facilities improvements for new development.

Objective VIII.1.4. *Management of Fiscal Resources*

*Develop programs which will manage fiscal resources to ensure that the public facility and service improvement needs created by previously issued development*

*orders and future development does not exceed the ability of the city to finance, construct, or install such improvements.*

**Policy VIII.1.4.1.** Continue to update the Capital Improvements Element annually to reflect existing and projected capital needs in accordance with the adopted level of service standards for the purpose of assessing the costs of those needs against projected revenues and expenditures. Once adopted by the City, the document shall be sent to DEO per state statutes.

**Policy VIII.1.4.2.** Continue the on-going 5-year Capital Improvements Program and incorporate a capital budget as part of the annual city budget to ensure that funds are available for projected capital needs.

## IX. HISTORIC PRESERVATION ELEMENT

**GOAL IX.1.** It shall be the goal of the City of Lake Wales to identify, document, protect, and preserve its archeological, historic, architectural and cultural resources. Instilling public awareness of those resources shall be a part of the effort.

Objective IX.1.1. *Administration of Historic Preservation*

*Improve the city's effectiveness in the administration of ordinances, codes, rules, and other provisions of the municipal code and practices which address historic preservation activity, assistance to residents and property owners in promoting historic preservation and managing the historic resources under its jurisdiction.*

- Policy IX.1.1.1.** The City Manager or designee shall continue to coordinate municipal historic preservation activities, act as city liaison for providing assistance and information regarding historic preservation and assemble and manage the base of information required to support that responsibility.
- Policy IX.1.1.2.** Consider a historic preservation ordinance that contains provisions which will enable the city to become a Certified Local Government. If adopted, the ordinance shall be legally sufficient to enable the city to implement the recommendations, goal, objectives and policies contained in the Historic Preservation Element.
- Policy IX.1.1.3.** Consider revising the historic preservation ordinance to develop a local registry of historic properties and sites with specific criteria for inclusion in the registry.
- Policy IX.1.1.4.** Create and update, as needed, a historic preservation database with locally and nationally recognized properties and sites.
- Policy IX.1.1.5.** If adopted, the historic preservation ordinance shall enable the City Commission to designate sites, districts and buildings as "historic" and to extend authority of the city as specified in the ordinance over such designated properties. Designated sites, properties and districts shall be recorded on zoning panel maps employed by the Development Services department. The Property Appraiser's office will also be notified of this designation.
- Policy IX.1.1.6.** Pursue acceptance in the Certified Local Government Program administered by the Florida Department of State as means to obtain information about financial assistance for the municipal historic preservation program.
- Policy IX.1.1.7.** The departments, agencies and authorities of the city or companies or contractors representing any department, agency or authority of the city performing work for the city shall submit for review by the review authority established un the Historic Preservation Ordinance, if adopted, any plans that will physically alter the appearance of a designated site, property or historic district.

**Policy IX.1.1.8.** Encourage the continued use of historic buildings for its purpose and consider the acquisition of historic buildings for adaptive reuse for municipal purposes when additional space is required. Any pre-1940 building considered for surplus by the city shall be submitted prior to sale for review by an established review authority. Any building determined to have historical or architectural significance shall be sold by the city with protective covenants to ensure its preservation and proper rehabilitation.

Objective IX.1.2. *Survey, Evaluation and Data Management*

*Identify, document, record, and evaluate the historic resources within the city's jurisdiction.*

**Policy IX.1.2.1.** Continue to identify areas and sites within its jurisdiction that have known or potential archeological significance.

**Policy IX.1.2.2.** Consider developing a citywide archeological sensitivity map to indicate the probability of archeological sites. This map will be used to review the possible impact of both public and private projects upon archeological resources.

**Policy IX.1.2.3.** Consider conducting a survey of all publicly-owned and managed properties including lands buildings and features, in order to compile an inventory of historic resources under city supervision.

**Policy IX.1.2.4.** Consider establishing a system for recording buildings, sites and objects within the city that have been identified and recorded through standard professional surveys of historic resources conducted by qualified individuals and organizations. That information, to include site files and maps, shall be maintained for location identification and evaluations purposes.

**Policy IX.1.2.5.** Maintain and update for planning and permitting purposes, a U.S.G.S. series of topographic maps upon which recorded archeological sites are shown.

**Policy IX.1.2.6.** Consider developing a uniform historic district map series, using standard of one-inch equals 200 feet, to record designated landmarks and districts. All existing historic district maps will be brought into conformity with this scale.

**Policy IX.1.2.7.** Encourage property owners to apply for designation of eligible properties to the National Register of Historical Places.

Objective IX.1.3. *Economic Incentives for Preservation*

*Established and improve property values and stabilize the tax base in designated historic districts by encouraging property owners to maintain and improve buildings, grounds, streetscapes and vistas; and by undertaking municipal action to accomplish the same objective. That policy shall encourage settlement and revitalization of historic neighborhoods instead of extending infrastructure to undeveloped sections.*

**Policy IX.1.3.1.** Street, sidewalk, utility and other improvements undertaken by the city in designated historic districts shall be consistent with the historic character of those districts. These historically sensitive improvements will encourage and support stabilization and/or revitalization of designated historic districts.

**Policy IX.1.3.2.** The City Manager or designee will investigate and make specific recommendation to the City Commission regarding changes or modification in the zoning code that will affect the character of designated historic districts.

**Policy IX.1.3.3.** The City shall annually review any land development regulations which are in conflict with the City's historic preservation goals and amend those regulations accordingly.

**Policy IX.1.3.4.** Any project sponsored financially or administratively by or under the authority of the city that rehabilitates or constructs new buildings within a designated historic district shall adhere to appropriate historic preservation standard for such activity.

**Policy IX.1.3.5.** Consider revising traffic circulation patterns and plans in designated historic districts in order to slow and limit damaging arterial and cut through traffic.

**Policy IX.1.3.6.** To protect and preserve historic resources, investigate the feasibility of and consider supporting or adopting legal and financial measures, such as Transfer of Development Rights, easements, loan pools, revolving funds and "conservation" areas or districts for archeologically sensitive lands.

**Policy IX.1.3.7.** Consider the use of tax increment financing within the CRA as a mechanism to promote the improvement of designated historic districts.

**Policy IX.1.3.8.** Consider the improvement and/or development of parks in designated historic districts.

**Policy IX.1.3.9.** Pursue alternatives that will lead to the preservation as opposed to the destruction of buildings located in designated historic districts. The city shall encourage owners to consider transfer of the properties under favorable terms with attached covenants for preservation.

**Objective IX.1.4. *Public Awareness***

*Employ historic preservation as a means to strengthen the local economy through increased tourism and local visitation at historic sites.*

**Policy IX.1.4.1.** Significant historic buildings, structures and archeological sites in private and public ownership shall be marked with plaques to inform the public of their historic or architectural significance, to design, wording, selection, schedule, and funding shall be provided through an appropriate organization designated by City Commission.

**Policy IX.1.4.2.** Consider conducting a study to identify and evaluate historic buildings, sites, and districts that have visitor appeal.

**Policy IX.1.4.3.** In addition to distributing information about local historic resources, the city and cooperating organizations sponsored by city government shall consider establishing a program to promote the city's history and architectural heritage. The city shall seek the support of private groups such as the Chamber of Commerce and Lake Wales Main street to promote historical tourism and shall assist those organizations with information from its database and site files.

Objective IX.1.5. *Education*

*Initiate a program of public education about historic preservation.*

**Policy IX.1.5.1.** The city and its agencies and departments shall encourage the publication of brochures, pamphlets and books to inform residents, property owners, and visitors about historic sites, the historic preservation process, the organizations in the city that are engaged in historic preservation activity, and the city's own preservation program and ordinances.

**Policy IX.1.5.2.** In conjunction with educational and cultural institutions and historic organizations, the city shall consider sponsoring seminars for the public on historic preservation topics, particularly on the economic advantages inherent in the rehabilitation of historic buildings.

**Policy IX.1.5.3.** To foster awareness, an effort will be made to engage the primary student population in historic preservation initiatives through an active outreach program and college-level students will be given opportunities to participate in internships with the City Manager's or other departments.

**Policy IX.1.5.4.** The City Manager or designee shall undertake to inform residents and property owners of the responsibilities. The adoption and implementation process of such an ordinance must include the development of precise and clear forms, such as "designation reports" and "certificate of appropriateness."

**Policy IX.1.5.5.** Develop clear guidelines spelling out the kinds of building alterations that will be acceptable under an adopted historic preservation ordinance will be drafted and made available to people seeking approval for architectural changes under that ordinance. State financial assistance and the professional advice of local historic preservation organizations are available to the city in that effort.

**Policy IX.1.5.6.** The City shall use the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings as a guide. These standards and similar technical publications shall be made available on request to property owners or developers interested in rehabilitating historic structures.

**Policy IX.1.5.7.** Encourage and support the development and maintenance of present and future historic preservation organizations, especially those with specific neighborhood identities; and it will provide technical information that it has available to such organizations and serve as a liaison between them and the state and federal historic preservation offices, if requested.

**Policy IX.1.5.8.** Assist local historic organizations in attracting funding support from federal, state, and private grant sources and shall consider awarding matching funds if available for historic preservation projects.

## XI. ECONOMIC DEVELOPMENT ELEMENT

**GOAL XI.1.** The City of Lake Wales shall be committed to the promotion of a business climate that will aid in economic diversification, resultant stability, prudent use of existing resources and expanded tax base. Lake Wales will also take actions to ensure maximum employment opportunity for its people while protecting its sensitive natural environment, thus maintaining quality of life at a high level.

Objective XI.1.1. *Economic Base Maintenance*

*The City of Lake Wales, through a cooperative effort between the Lake Wales Area Chamber of Commerce and existing governmental institutions of the City and County, shall maintain programs developed to expand and enhance the City's traditional economic base.*

**Policy XI.1.1.1.** Lake Wales, through the use of government institutions and private sector representatives like the Chamber's Economic Development Committee (EDC), shall develop a strategy to assist existing companies in expansion efforts to create a minimum of 50 new jobs annually.

**Policy XI.1.1.2.** Lake Wales, through the EDC and Lake Wales Downtown, Inc., shall develop programs to encourage consumer spending within the Lake Wales Area (i.e. a "Shop Lake Wales First" program).

**Policy XI.1.1.3.** The Chamber of Commerce, through the EDC's Inter-organization Liaison Subcommittee, shall work with the City to ensure such activities as codes and zoning continue to promote adequate economic growth for the area.

**Policy XI.1.1.4.** The EDC shall work with the City's Community Redevelopment Agency (CRA) and Lake Wales Main Street to promote the redevelopment of existing residential, commercial and industrial properties within the Lake Wales area and evaluate establishing monetary incentives to facility development.

**Policy XI.1.1.5.** Lake Wales, through the County's Tourist Development Council and the Chamber's Tourist Subcommittee, shall promote tourism in the Lake Wales Area through the development of a joint-strategic marketing plan.

**Policy XI.1.1.6.** Lake Wales, through the EDC's Business and Industry Development Subcommittee (BIDS), shall market for trade and investment opportunities by development of an international strategic marketing plan.

**Policy XI.1.1.7.** Lake Wales, through the Chamber's BIDS and Public Affairs Subcommittee, shall prepare and conduct an annual business retention survey with the community's leading industries. The purpose of this survey is to ensure that the City continues to understand and meet the needs of the area's businesses.

**Policy XI.1.1.8.** The City of Lake Wales shall, through the Chamber's Inter-organizational Liaison Subcommittee and BIDS, develop a strategy for the Lake

Wales area to provide financial, in-kind, or other incentives to assist in the expansion of existing industry.

**Policy XI.1.1.9.** Lake Wales, through the Chamber's BIDS, shall develop a program of economic diversification to mitigate the negative impacts of any substantial economic downturns in the citrus or tourism industries.

**Policy XI.1.1.10.** Lake Wales shall explore the creation of a Local Manufacturing Development Approval Program.

Objective XI.1.2. *Economic Base Diversification*

*The City of Lake Wales, through a cooperative effort between the Lake Wales Area Chamber of Commerce and existing governmental institutions of the City and County, shall establish and maintain strategies and programs designed to promote the recruitment of non-traditional industries to facilitate the further diversification of the Lake Wales economic base.*

**Policy XI.1.2.1.** Lake Wales, through a cooperative effort between the area's Chamber of Commerce and the City Manager or designee, shall develop a Strategic Site Inventory brochure utilizing property appraiser data.

**Policy XI.1.2.2.** Lake Wales, through a cooperative effort between Chamber, City, and local learning institutions (particularly vocational technical schools), shall begin to develop an education strategy for the formulation of training programs and curriculum relating to targeted industrial and commercial sectors.

**Policy XI.1.2.3.** The Chamber's EDC shall continue to operate a small committee (4 to 5 persons) that will serve as a liaison between Lake Wales and Polk county's Central Florida Development Council in order to further enhance the ability of the City to attract non-traditional industries.

**Policy XI.1.2.4.** Lake Wales, with the assistance of the EDC, shall prepare a marketing publication that will be used to attract non-traditional industries to the Lake Wales Area.

**Policy XI.1.2.5.** Lake Wales through the Chamber's EDC shall identify and target specific non-traditional industries which are sensitive to the economic and environmental needs of the area. This can be done through the use of the Forte Computer Analysis system or other professionally accepted means.

**Policy XI.1.2.6.** Lake Wales through the Chamber's EDC shall develop a strategic marketing plan aimed at the recruitment of target industries which will provide quality job opportunities for residents of the Lake Wales area, increase the area's per capita income, and reduce the city's unemployment rate. This activity may be monitored by annual reports to the City and Chamber of target industry statistics, including such things as the number of new jobs created and available wage information.

**Policy XI.1.2.7.** Lake Wales through the Chamber shall continue to coordinate with regional and state agencies regarding the availability of financial incentives (grants, loans, etc.) available to communities for municipal improvements necessary to generate jobs and attract targeted industries.

**Policy XI.1.2.8.** Lake Wales through a cooperative effort between the Chamber and City support groups shall develop a strategy for the City to provide financial, in-kind, or other incentive required to assist in the recruitment of new industry.

**Policy XI.1.2.9.** Increase coordination efforts with county, regional, and state agencies to increase local employment opportunities and private sector investment by developing financial (e.g. waiving development review fees) and regulatory incentives (e.g. height and density bonuses) for new and existing business who operate and/or provide employment opportunities in downtown Lake Wales.

**Policy XI.1.2.10.** Coordinate with local employers and nonprofit organizations to develop targeted, skill-based training programs designed to fill the existing and future needs of Lake Wales' employment market.

**Objective XI.1.3. *Planning-Integrated Development***

*The City of Lake Wales shall enter into coordinating agreements with governmental entities of the County and State and private sector interests (The Chamber of Commerce, etc.) in order to better formulate policies which affect the economic development and planning of the area.*

**Policy XI.1.3.1.** The City shall support the Chamber's economic development efforts through meeting once every fiscal quarter with Chamber Officers to discuss concerns and changes in the economic environment of the area.

**Policy XI.1.3.2.** The Chamber shall actively seek the input of affected municipal departments of the City with regard to the Chamber's promotional endeavors. the City should in turn assist the Chamber in its efforts when applicable.

**Policy XI.1.3.3.** The City shall coordinate with representatives of the Polk County School Board and other educational institutions in order to promote and enhance the educational and job skill level of Lake Wales residents by meeting periodically.

**Policy XI.1.3.4.** Sustainability – The City shall consider sustainability in promoting economic development activities through the creation and implementation of a sustainability plan as identified in Policy I.1.3.9. of the Future Land Use Element.

**Objective XI.1.4. *The City of Lake Wales through a cooperative effort between the Lake Wales Area Chamber of Commerce and existing governmental institutions of the City and County, shall ensure that land is allocated for***

*future agricultural, commercial, and industrial land uses to allow for proper economic growth.*

- Policy XI.1.4.1.** The City Development Services Director shall encourage the location of major economic activities according to the following criteria.
- a. in close proximity to major arterials;
  - b. with access to appropriate utilities (water, sewer, natural gas, etc.) or to allow provision of these utilities;
  - c. with on-site rail facilities, when appropriate;
  - d. in close proximity to the municipal airport, when appropriate;
  - e. and, so as to minimize negative impacts to the environment and adjacent land uses.
- Policy XI.1.4.2.** Based on the criteria outlined in Policy 4.01, the City Manager or designee and the Chamber's BIDS shall develop a prioritized list of future commercial/industrial sites for the Lake Wales Planning Area.
- Policy XI.1.4.3.** The City through a cooperative effort with the Chamber shall meet with landowners of the identified possible commercial/industrial sites (according to Policy 4.02) to discuss development options concerning infrastructure, annexation, etc. The purpose of such meetings will be promotion of efficient commercial land use and expansion of the City's tax base.
- Policy XI.1.4.4.** The City through a cooperative effort with the Chamber shall work with the citrus industry to study the feasibility of utilizing citrus lands for uses that would further enhance the Lake Wales economic base through commercial/industrial development.
- Policy XI.1.4.5.** Lake Wales through a cooperative effort between the City Manager or designee and the Chamber shall work towards insuring that industrial and commercial properties of Lake Wales are equally presented to potential businesses and industries.
- Policy XI.1.4.6.** The City through the Chamber of Commerce shall promote the development and use of fully served business and industrial parks within the Lake Wales Area to include Lake Wales Commerce and Technology Park located on US 27.

**Objective XI.1.5. *Facilitating Growth***

*The City of Lake Wales through a cooperative effort between the Lake Wales Chamber of Commerce and existing governmental institutions of the City and County, shall act to protect the integrity of existing infrastructure and promote development of new infrastructure in designated growth areas to facilitate economic development.*

**Policy XI.1.5.1.** The City shall maintain a working relationship with the area's active railroads to maintain active rail lines for service according to existing and future economic land use needs.

**Policy XI.1.5.2.** Lake Wales through a cooperative effort between the City's Development Services and the Chamber shall work to enhance the overall transportation network by continuing to provide reasonable access to agricultural, commercial, industrial and office locations throughout the Planning Area.

**Policy XI.1.5.3.** The City should work towards the adoption of regulations to promote connectivity and traffic flow efficiency.

**Objective XI.1.6. Implementation**

*The City of Lake Wales through a cooperative effort between the Lake Wales Area Chamber of Commerce and existing governmental institutions of the City and county shall implement the objectives and policies in this Economic Development Element through proper measures which should include careful evaluation of proposed City and Chamber Activities for conformance with this Element's Policies.*

**Policy XI.1.6.1.** The City of Lake Wales and Lake Wales Area Chamber of Commerce shall jointly implement the programs and plans specified in this Element within the established timeframe.

**Policy XI.1.6.2.** The City Manager or designee shall be responsible for the oversight of this Element's implementation. These officials will instruct the appropriate City Department Directors and cooperate with the Chamber Committee Chairmen to establish and conduct the proper programs and plans contained in this Element within each established timeframe.

**Policy XI.1.6.3.** The Lake Wales Area Chamber of Commerce shall be asked to monitor and report to the City Commission annually the effects of implementing this Element on economic growth and levels of employment and make recommendations to the Commission with regards to eliminating adverse impacts or strengthening positive growth patterns.

## XII. SCHOOL CONCURRENCY ELEMENT

**GOAL XII.1.** Coordinate with the Polk County School Board (“School Board”) and other jurisdictions to ensure quality educational facilities and superior educational opportunities that in turn encourage economic growth for individuals, families and communities in Lake Wales and Polk County.

Objective XII.1.1. *Interlocal Agreement*

*The City of Lake Wales shall implement the approved Interlocal Agreement for Public School Facility Planning (hereafter referred to as the Interlocal Agreement) as amended to maximize opportunities to share information.*

**Policy XII.1.1.1.** Meet at least annually with the School Board and other jurisdictions to review issues related to the Public School Facilities Element and the Interlocal Agreement and to determine the need to revise these documents.

**Policy XII.1.1.2.** Participate in the Planners Working Group as established in the Interlocal Agreement by meeting at least twice a year to set direction, plan for the annual meeting as described in Policy 1.01, formulate recommendations and discuss issues related to this element and the Interlocal Agreement as well as ancillary infrastructure improvements needed to support schools and ensure safe access to school facilities.

**Policy XII.1.1.3.** Coordinate with the School Board, Lake Wales Charter School Board and other jurisdictions to base plans on consistent projections, including population projections that are developed in coordination with the School Board, and student enrollment projections district-wide and by planning areas which are agreed upon by the Planners Working Group. The School Board’s student enrollment projections shall consider the impacts of development trends and data required to be reported in accordance with the Interlocal Agreement.

**Policy XII.1.1.4.** Report to the School Board at least annually on growth and development trends within its jurisdiction. The City shall provide the information as specified in the Interlocal Agreement. The School Board will use the information to distribute student enrollment by concurrency service area to make the most efficient use of public school facilities.

**Policy XII.1.1.5.** Support School Board efforts to identify long-range school site needs and select sites based on the criteria established in this element and the Interlocal Agreement.

**Policy XII.1.1.6.** Seek and consider School Board comments on relevant comprehensive plan amendments and other land use decisions that may impact schools, as provided for in Florida Statutes.

**Policy XII.1.1.7.** Review the annually updated copy of the Polk County School Board’s Five Year Program of Work and other reports from the School Board

including a general educational facilities report with information outlined in the Interlocal Agreement.

**Policy XII.1.1.8.** Appoint a representative selected by the School Board to serve at a minimum as an ex-officio member of their local planning agency.

Objective XII.1.2. *Partnerships*

*The City shall encourage partnerships that will ensure adequate educational facilities that in turn will encourage economic growth and provide for a trained and stable labor force, resulting in a higher quality of life.*

**Policy XII.1.2.1.** Support and encourage community and business partnerships for educational support services, to include, but not be limited to, magnet programs, work training, and job placement in order to improve productivity, earning potential, standard of living, and retention of labor force.

**Policy XII.1.2.2.** Consider the economic impact of school locations on neighborhoods such as, but not limited to the following factors: infrastructure, property and housing values, as well as surrounding land uses.

**Policy XII.1.2.3.** Encourage public/private partnerships between school, business community, and other employers through mentoring programs, and Adopt-A-School programs with employees.

Objective XII.1.3. *Coordination Mechanisms*

*The City shall establish new and review existing coordination mechanisms relating to school facility planning that evaluate and address the comprehensive plan's effects on adjacent local governments, the School Board, and other units of local government providing services but not having regulatory authority over land use and the State of Florida.*

**Policy XII.1.3.1.** The City shall cooperate with the School Board and other local jurisdictions to implement the Interlocal Agreement, as required by § 1013.33, F.S., which include procedures for:

- a. Coordination and Sharing of Information
- b. Planning Processes
- c. School Siting Procedures
- d. Site Design and Development Plan Review
- e. School Concurrency Implementation
- f. Implementation and Amendments
- g. Resolution of Disputes

**Policy XII.1.3.2.** Conduct the coordination of school siting in accordance with the Interlocal Agreement taking into consideration the needs identified in the current

School Board Five Year Program of Work and the annual general education facilities report.

**Policy XII.1.3.3.** In order to coordinate the effective and efficient provision and siting of public educational facilities with associated infrastructure and services within the Polk County School District, participate in the joint meetings of the City, the School Board and all local governments within Polk County to develop mechanisms for coordination. Such efforts may include:

- a. Coordinated submittal and review of the annual capital improvement program of the City, the annual educational facilities report and Five Year Program of Work of the School Board.
- b. Coordinated review and assessment of the associated costs and expenditures of siting and developing schools with needed public infrastructure.
- c. Coordinated review of residential or mixed use developments.
- d. Use of a unified stat base including population (forecasts of student population), land use and facilities.

**GOAL XII.2. Implement public school facilities concurrency uniformly with other local jurisdictions in order to ensure the availability of public school facilities consistent with an adopted level of service providing adequate school capacity and eliminating overcrowded conditions in existing and future schools.**

Objective XII.2.1. *Level of Service for Schools*

*Establish a minimum level of service for schools and consider school capacity within development impact reviews, e.g. for Planned Developments, re-zoning requests, site plans, or where there are specific development plans proposed.*

**Policy XII.2.1.1.** Enforce current development plan review procedures for all residential and mixed-use development proposals in order to implement school concurrency.

**Policy XII.2.1.2.** The following shall serve as the long-term target for permanent student station (PSS) capacity at Polk County Schools based upon State Requirements for Educational Facilities (SREF).

- Elementary schools: 100% of Permanent Student Stations (PSS)
- Middle schools: 90% of PSS
- High schools: 95% of PSS

**Policy XII.2.1.3.** An annual utilization analysis will be conducted by the Polk County School Board Facilities Division to determine the operation and efficiency of each school as compared to the Department of Education's (DOE) standards determined by the Florida Inventory of School Houses (FISH).

- a. Collaborate with the School Board to identify methods to achieve targeted utilization that include. Improvements to existing school facilities (shared facilities, redistricting, expansion or remodeling, etc.)
- b. Retrofitting of existing structures
- c. New school construction
- d. Encouraging multi-story school facilities in an urban environment
- e. Exploring re-use of former non-residential centers as potential urban school sites.

Objective XII.2.2. *School Concurrency*

*Through its review of proposed development, the City shall continue to coordinate with the Polk County School Board to ensure that the capacity of schools is sufficient to support students at the adopted level of service (LOS) standards within the period covered by the Five Year Program of Work. These standards shall be consistent with the Interlocal Agreement.*

**Policy XII.2.2.1.** Apply the LOS standard set forth herein consistently with all local jurisdictions and the School Board on a district-wide basis within the adopted concurrency service areas for each school type.

**Policy XII.2.2.2.** Consistent with the Interlocal Agreement, the uniform district-wide level-of-service standards are established as a percent of permanent Florida Inventory of School Houses (FISH) capacity. Permanent capacity cannot be increased by adding relocatables. The LOS standards are set as follows.

- a. Magnet and School of Choice: One hundred percent (100%) of enrollment quota as established by the School Board or court ordered agreements and as adjusted by the school board annually.
- b. Other; K-8, 6th grade centers, 9th grade centers, 6-12 are at one hundred percent (100%) of permanent DOE FISH capacity.
- c. Special Facilities: Including alternative education or special programmatic facilities that are designed to serve a specific population on a countywide basis or for temporary need and are not zoned to any specific area. Therefore, they are not available or used for concurrency determinations.
- d. Conversion Charter Schools: The capacity is set during contract negotiations and the School Board has limited control over how many students the schools enroll.

**Policy XII.2.2.3.** Coordinate with the School Board to achieve an acceptable LOS at backlogged schools as part of a long term (10 years) concurrency management program. The student population shall not exceed the core dining capacity at any time. To maintain and improve the LOS, no more that a 10% increase in student population will be allowed at these schools until such time that these schools achieve an acceptable LOS and are no longer considered backlogged.

### Objective XII.2.3. *School Capacity*

*The City, in coordination with other jurisdictions and the School Board, shall establish School Concurrency Service Areas (CSAs) within which a determination is made of whether adequate school capacity is available based on the adopted level of service standards.*

**Policy XII.2.3.1.** The School concurrency Service Areas (CSAs) for the Polk County School District, as agreed in the Interlocal Agreement, shall be school attendance zones (excluding attendance "spot zones"). When a proposed adjustment to the established school attendance zones is to be considered by the School Board, the City shall coordinate with the School Board and strive to provide technical and public input prior to an official public hearing. The school attendance CSAs are hereby adopted by reference.

**Policy XII.2.3.2.** Concurrency service areas shall be established and subsequently modified to maximize available school capacity and make efficient use of new and existing public schools in accordance with the level of service standards, taking into account minimizing transportation costs, limiting maximum student travel times, the effect of desegregation plans, achieving socio-economic and diversity objectives as required by the Florida Department of Education, and recognizing the capacity commitments resulting from the local governments' development approvals for the CSA and for contiguous CSAs.

**Policy XII.2.3.3.** Concurrency service areas shall be designed so that the adopted level of service will be able to be achieved and maintained within the bounds of the School Board's requirement for a five-year capital facilities plan.

### Objective XII.2.4. *Establishing School Concurrency*

*In coordination with the Polk County School Board and the Lake Wales Charter School Board, the City will establish a process for implementation of school concurrency that includes capacity determinations and availability standards. The City shall manage the timing of residential subdivision approvals and site plans to ensure adequate school capacity is available consistent with adopted level of service standards for public school concurrency.*

**Policy XII.2.4.1.** Condition final subdivision and site plan approvals for residential development upon the availability of adequate school capacity as per the adopted level of service standards (LOS) of this element and as required by F.S.

**Policy XII.2.4.2.** School concurrency requirements shall apply to all residential developments requiring site development or subdivision plat approval unless approval of site development has been granted by March 1, 2008 or the development is age-restricted so as not to generate students in primary or secondary schools.

The City may allow a landowner to proceed with development of a specific parcel of land notwithstanding a failure of the development to satisfy school

concurrency, if all the following factors are shown to exist. The proposed development would be consistent with the future land use designation for the specific property and with pertinent portions of the City of Lake Wales Comprehensive Plan.

The CIE and the Polk School Board's Work Plan provide for school facilities adequate to serve the proposed development or the project includes a plan that demonstrates that the capital facilities needed as a result of the project can be reasonably provided.

The landowner is assessed a proportionate share of the cost of providing the school facilities necessary to serve the proposed development.

Prepare a report on the development projects not subject to school concurrency at the time of the adoption of the Public School Facilities Element.

**Policy XII.2.4.3.** In consultation with Polk County School Board staff, will develop and adopt land development regulations that establish application procedures and processes for evaluating school capacity and making concurrency determinations consistent with the Interlocal Agreement.

**Policy XII.2.4.4.** The City may provide a non-binding school concurrency decision earlier in the approval process, such as at the time of preliminary plan approvals, if requested by the applicant. The School Board must approve the concurrency determination, allocations of capacity, and proportionate share mitigation commitments, as provided herein.

**Policy XII.2.4.5.** School concurrency decision should support and not be in conflict with the local goals and objectives of the comprehensive plan regarding growth management, as articulated in other elements of the local comprehensive plan.

**Policy XII.2.4.6.** Base concurrency determinations on the School Board's concurrency review findings and recommendations consistent with the Interlocal Agreement. The School Board's findings and recommendations shall address whether adequate capacity exists for elementary, middle and high schools, based on the level of service standards, or if adequate capacity does not exist, whether appropriate mitigation can be accepted, and if so, acceptable options for mitigation consistent with the policies set forth herein.

- a. Issue a concurrency approval for a subdivision plat or site plan for residential development only where. The School Board's findings indicate adequate school facilities for each level of school will be in place or under actual construction within three (3) years after the issuance of the subdivision plat or site plan for each level of school;
- b. Adequate school facilities are available in the relevant CSA or adjacent CSA where impacts of development can be shifted to that area; or

- c. The developer executes a legally binding commitment to provide mitigation proportionate to the demand for public school facilities to be created by the actual development of the property subject to the final plat or site plan.

**Policy XII.2.4.7.** In the event that there is not sufficient capacity in the affected concurrency service area based on the adopted level of service standard to address the impacts of a proposed development, and the availability standard for school concurrency cannot be met, one of the following shall apply:

- a. The project shall provide capacity enhancement(s) sufficient to meet its impact through school board approved mitigation; or
- b. The project shall be delayed to a date when the level of service can be ensured through capital enhancement(s) of planned capacity increases; or
- c. A condition of approval of the subdivision or site plan be that the project's impact shall be phased and each phase be delayed to a time when capacity enhancement and level of service can be ensured; or
- d. The project shall not be approved.

**Policy XII.2.4.8.** If the impact of the project will not occur until years 2 or 3 of the School Board's Five Year Program of Work, then any relevant programmed improvements in those years shall be considered available capacity for the project and factored into the level of service analysis. If the impact of the project will not be felt until years 4 or 5 of the Five Year Program of Work, then any relevant programmed improvements shall not be considered available capacity for the project unless funding of the improvement is ensured through School Board funding to accelerate the project, through proportionate share mitigation, or some other means.

#### Objective XII.2.5. *Mitigation Opportunities*

*The City shall allow for mitigation alternatives that are and will achieve and maintain the adopted level of service standard consistent with the adopted School Board's Five Year Program of Work.*

**Policy XII.2.5.1.** Allow mitigation where the adopted level of service standards cannot be met. Mitigation options shall include options listed below for which the School District assumes operational responsibility through incorporation in the adopted School Board's Five Year Program of Work and which will maintain adopted level of service standards.

- a. The donation, construction, or funding of school facilities sufficient to offset the demand for public school facilities created by the proposed development and,
- b. The creation of mitigation backing based on the construction of a public school facility in exchange for the right to sell capacity credits.

**Policy XII.2.5.2.** Require no mitigation if the needed capacity for the development is available in one or more contiguous concurrency service areas and the impacts of the development can be shifted to that concurrency service area and where such is consistent with other provisions of this Element.

**Policy XII.2.5.3.** Direct mitigation to permanent capacity improvement projects on the School Board's Five Year Program of Work that will satisfy the demand created by that development approval consistent with the adopted level of service standards, and require assurance by a legally binding development agreement between the School Board, the City, and the applicant executed prior to the issuance of the site development plan as required by the local government. If the School Board agrees to the mitigation, the School Board must commit in the agreement to placing the improvement required for mitigation in its Five Year Program of Work in a timely manner. However, if a new development triggers the need for additional capacity that can only be met by a new school and such new school would not otherwise be needed for more than five years, the mitigation agreement shall not trigger concurrency nor a change to the Five Year Program of Work Plan until the time at which conditions for the agreement are acceptable to the School Board. The development agreement shall include the landowner's commitment to continuing renewal of the development agreement upon its expiration. Relocatable classrooms will not be accepted as mitigation.

**Policy XII.2.5.4.** Determine the amount of mitigation required for each school level by multiplying the number of new student stations required to serve the new development by the average costs per student station applicable to the Polk County School District. The average cost per student station shall include school facility development costs and land costs.

**Policy XII.2.5.5.** As provided in the Interlocal Agreement, the student generation rates used to determine the impact of a particular development application on public schools, shall be reviewed and updated as apparent and necessary in accordance with professionally accepted methodologies at a minimum of five (5) years.

**Policy XII.2.5.6.** Ensure to credit against the collection of the impact fee any contribution, whether identified in a proportionate share agreement or other form of exaction, related to public education facilities, including land dedication, site planning and design, or construction. Any contribution must be applied to reduce any education-based impact fees on a dollar-for-dollar basis at fair market value.

**Objective XII.2.6. *Level of Service Consistency***

*The City, in coordination with the School Board and other jurisdictions, shall ensure existing deficiencies and future needs are addressed consistent with the adopted level of service standards for public schools.*

**Policy XII.2.6.1.** In coordination with other jurisdictions, shall ensure that future development pays a proportionate share of the costs of the capital facility capacity needed to accommodate new development and to assist in maintaining adopted level of service standards, via impact fees and other legally available and appropriate methods in development conditions.

**Policy XII.2.6.2.** The City hereby incorporates by reference the School Board's Five Year Program of Work.

**Policy XII.2.6.3.** Where feasible work with developers and others to investigate the feasibility of new or alternative funding sources for additional public schools.

**GOAL XII.3. Partner with the school board and other jurisdictions to promote schools as focal points of existing and future neighborhoods through siting for new schools, redevelopment of existing school facilities, and co-location and shared use of facilities and services.**

Objective XII.3.1. *School Provisions*

*The City, in collaboration with the School board and other jurisdictions, shall provide for the location and expansion of existing schools in a coordinated manner ensuring the planning, construction, and opening of education facilities are coordinated in time and place, concurrent with necessary services and infrastructure, and compatible and consistent with the Comprehensive Plan.*

**Policy XII.3.1.1.** Provide the School Board with potential sites for consideration when notified by the School Board of the need for new school facilities in accordance with the Interlocal Agreement.

**Policy XII.3.1.2.** Coordinate with the School Board to ensure that proposed public school facility sites are consistent with the applicable land use categories and policies of the comprehensive plan and will consider each site as it relates to environmental, health, safety and welfare concerns, effects on adjacent property and other guidelines as outlined in the Interlocal Agreement.

**Policy XII.3.1.3.** Coordinate with the School Board and other jurisdictions on the planning and siting of new school facilities to ensure appropriate timing of necessary services and infrastructure and that such sites are compatible and consistent with the Comprehensive Plan.

**Policy XII.3.1.4.** Include sufficient allowable land use designations for schools close to residential development to meet the projected needs for schools. Schools are allowable land use in all future land use plan categories, except heavy industrial and conservation or preservation type land uses designating environmentally sensitive areas. Clearly identify in the Future Land Use Element and Land Development Regulations the land use and zoning categories in which schools are allowable uses.

- Policy XII.3.1.5. Collaborate with the School Board and other jurisdictions to jointly determine the need for and timing of on-site and off-site improvements necessary to support each new school or the proposed renovation, expansion or closure of an existing school, and will enter into a written agreement, if necessary, as to the timing, location, and the party or parties responsible for constructing, operating and maintaining the required improvements.
- Policy XII.3.1.6. Protect schools from the intrusion of incompatible land uses by providing the School Board representatives the opportunity to participate in the review process for all proposed developments adjacent and in proximity to schools.
- Policy XII.3.1.7. The preferred locations for public schools, whether elementary, middle or high schools are within the Urban Services Areas for utility services and expansions.
- Policy XII.3.1.8. Automatically process amendments to the Future Land Use Map upon the approval of a new school site, where necessary. The processing of any amendments shall be at no cost to the School Board.
- Policy XII.3.1.9. Participate in the School Site Selection process following the terms and limitation established in the Interlocal Agreement.
- Policy XII.3.1.10. Collaborate with the School Board and other jurisdictions to ensure the provision of supporting infrastructure as required by the Interlocal Agreement and applicable Florida Statutes.
- Policy XII.3.1.11. Establish an effective process for reserving, with conceptual School Board staff approval, school sites which could include.
  - a. Consideration of school siting during the completion of area wide studies,
  - b. Developer contribution towards the provision of school facilities.

Objective XII.3.2. *Community and Neighborhood Design*

*The City shall enhance community and neighborhood design through effective school educational facility design, school siting standards, compatibility with surrounding land uses, schools as focal points for community planning, and making schools a central component, geographically or otherwise, to neighborhood-level planning.*

- Policy XII.3.2.1. Work with the School Board to identify new school sites that would be in locations providing logical focal points for community activities and serving as the cornerstone for innovative urban design standards.
- Policy XII.3.2.2. Provide school sites and facilities within planned neighborhoods, unless precluded by existing development patterns.

- Policy XII.3.2.3. Support and encourage the location of new elementary and middle schools internal to residential neighborhoods and/or near other civic land uses, within the limits of School Board mandated desegregation.
- Policy XII.3.2.4. Coordinate with the School Board to identify locations for new high schools based upon need and availability of viable properties within the search area identified by the School Board.
- Policy XII.3.2.5. Support and coordinate with School Board efforts to locate new elementary schools within reasonable walking distance to residential neighborhoods.
- Policy XII.3.2.6. In cooperation with the School Board, and where necessary, develop and adopt design standards for school bus stops and turnarounds in new developments.
- Policy XII.3.2.7. Support the School Board in its efforts to locate appropriate school services, such as administrative offices, night classes and adult education on-site or in alternative locations, such as but not limited to commercial plazas, shopping malls, and community centers.
- Policy XII.3.2.8. Coordinate with School Board staff on preliminary design plans for new schools, generally seeking to maximize land via multi-story facilities, incorporating design elements which are community-friendly such as allowing for a shared media and/or meeting center and/or play fields on campus, respecting environmental features of a site, respecting the need to provide noise or visual buffers from adjacent property owners, providing connectivity for pedestrians at multi school properties, and providing pedestrian, bicycle and other connectivity to the surrounding residential community.
- Policy XII.3.2.9. Reduce capital expenditures for the City and the School Board via cost-effective design criteria and shared facilities.

Objective XII.3.3. *Rehabilitation and Expansion of Facilities*

*The City coordinate with the Polk County School Board to plan for the expansion and/or rehabilitation of existing school facilities to maintain and improve neighborhoods and communities.*

- Policy XII.3.3.1. Where existing schools are proposed to be expanded, substantially renovated or new schools are proposed to be built, request the School Board staff, local school-based faculty, and advisory councils to coordinate with County staff and relevant neighborhood groups, leaders, and residents in integrating school facilities and activities with neighborhood planning and community development activities.
- Policy XII.3.3.2. Coordinate with the School Board, Florida Department of Transportation (FDOT), the Transportation Planning Organization (TPO), and other jurisdictions to ensure that both existing educational facilities and proposed

public school sites are accessible from, and integrated into, a planned system of sidewalks, trails, and bikeways and observe adopted local access management principles. Seek or assist the School Board in pursuing grant funding to enhance access and intermodal connectivity to and between schools, their co-located facilities, neighborhoods, and proximate community facilities such as parks.

#### Objective XII.3.4. *Interlocal Agreements*

*The City shall implement provisions of the Interlocal Agreement by coordinating the location of educational facilities and the co-location of other public facilities.*

- Policy XII.3.4.1.** Re-evaluate whether it is feasible to co-locate future joint use projects (e.g. open to the public parks and schools). The School Board will be notified of potential projects in a timely manner.
- Policy XII.3.4.2.** In light of school security, co-location of joint use facilities should be evaluated and be approved on a case-by-case basis.
- Policy XII.3.4.3.** Where practicable, provide funding within the City's Capital Improvement Element to allow for identified and potential co-location projects.

#### Objective XII.3.5. *Co-Location and Joint Use*

*The City shall strengthen existing neighborhoods and enhance community and neighborhood design through the co-location and joint use of educational facilities.*

- Policy XII.3.5.1.** In cooperation with the School Board and other jurisdictions, the City shall determine if the co-location and shared use of school facilities, parks, community facilities, and other facilities compatible with schools is feasible due to school security.
- Policy XII.3.5.2.** The City and other jurisdictions in cooperation with the School Board shall jointly plan jurisdictional co-location or joint use projects that overlap boundaries within areas defined for civic purposes. Civic uses near or adjacent to schools shall be a preferred land use in regard to land use decision making.
- Policy XII.3.5.3.** Continue to exercise joint use agreements between the School Board, the City, and other relevant agencies regarding shared use of facilities, including schools, community centers, libraries, parks, and other compatible facilities. Agreements shall include shared costs where feasible.
- Policy XII.3.5.4.** Support and encourage community-based programs for children's athletics, performing arts, and after-school enrichment in conjunction with school facilities. This may include exploring and supporting economically feasible multi-modal transportation system options that will enhance such opportunities.
- Policy XII.3.5.5.** Each year upon adoption of the School Board's Five Year Program of Work, and as coordinated by Polk county and the School Board, the City will participate in meetings of relevant agencies to discuss planning and budgeting

for possible co-located facilities. This coordination may include staff from the affected local government's planning, parks and recreation, library, law enforcement, civic groups, and other agencies as necessary. The coordination will focus upon co-location opportunities that may exist prior to commencement of school construction.

**Policy XII.3.5.6.** Encourage the business community, developers, and other private organizations to coordinate with the City and the School Board to jointly fund and design community-based services and facilities in conjunction with existing and proposed school sites.

**GOAL XII.4. Maintain and enhance intergovernmental coordination and joint planning efforts with the school board and other jurisdictions to ensure public infrastructure and other necessary services are available in a multi-jurisdictional environment for public school facilities.**

Objective XII.4.1. *Integration of Land Use and School Facility Planning*

*The City shall integrate land use and school facility planning in Lake Wales through a series of planning, coordination, and implementation activities which ensure capital facilities and infrastructure necessary for school facilities are available to public schools.*

**Policy XII.4.1.1.** Through development review processes, consider the possible need for expansion of existing school facilities or the provision of new facilities with land use planning.

**Policy XII.4.1.2.** Develop a process for an annual joint review of the capital plans for the school board and the local government.

**Policy XII.4.1.3.** Plan and locate new school facilities in areas where student population growth is expected due to new development approvals and/or agreed-upon area specific population projections.

**Policy XII.4.1.4.** In conjunction with the County and the School District other municipalities identify issues relating to public school emergency preparedness, such as.

- a. The determination of evacuation zones, evacuation routes, and shelter locations.
- b. The design and use of public schools as emergency shelters.
- c. The designation of sites other than public schools as long-term shelters, to allow schools to resume normal operations following emergency events.

Objective XII.4.2. *Managing Funds*

*The City shall support School Board programs to effectively and efficiently manage existing capital and operational funds and resources.*

- Policy XII.4.2.1.** Cooperate with the School Board and other local jurisdictions and agencies to address and resolve multi-jurisdictional public school issues.
- Policy XII.4.2.2.** Support School Board efforts to ensure sufficient capacity and operational resources for current and future school enrollment by partnering in the identification of capital needs, operational needs, and available funding sources for various campuses and school programs.
- Policy XII.4.2.3.** Support the School Board and encourage the State Legislature to allow flexibility in state, local and private sector participation in capital and operational funding of public school facilities.
- Policy XII.4.2.4.** Give priority in scheduling City programs and capital improvements which are consistent with and which meet the capital needs identified in the school facility planning program(s).
- Policy XII.4.2.5.** Coordinate with the School Board to ensure the appropriate methodology (i.e. student generation rates) is utilized to evaluate the impact of different types of residential units on student populations, school facilities, and fiscal impacts to schools.
- Policy XII.4.2.6.** Consider joint funding for expanding appropriate school facilities to function as community service centers.
- Policy XII.4.2.7.** Encourage the private sector to identify and implement creative solutions in developing adequate school facilities in residential developments. Creative solutions may include combining mitigation needs of several developments, creating or enhancing co-location opportunities, and/or conversion of structures to a school setting as long as they meet State Requirements for Educational Standards (SREF).
- Policy XII.4.2.8.** In consultation with the School Board on a case-by case basis shall consider incentives such as, but not limited to, density bonus points, tax credits, waiver of fees or other innovative means to encourage developers to contribute to the provision of school facilities by:
- a. donating school site(s),
  - b. reserving or selling sites at pre-development prices,
  - c. constructing new facilities or renovation existing facilities, and
  - d. providing access to public transit.
- Policy XII.4.2.9.** Support School Board efforts to allow the private sector to construct school facilities and/or lease land or facilities to the School Board.
- Policy XII.4.2.10.** Identify infrastructure projects within the City's Capital Improvement Program that will permanently or temporarily impact an existing campus due to proximity or serviceability to a campus.

## **GOAL XII.5. Monitoring, evaluation, and implementation**

### Objective XII.5.1. *Implementation of the Plan*

*The City shall implement the objectives and policies of the Public School Facilities Element in coordination with the School Board and other local governments.*

- Policy XII.5.1.1.** The City Manager, or designee, shall be responsible for implementing the educational facilities objectives and policies included in the City Comprehensive Plan.
- Policy XII.5.1.2.** Adopt development regulations as necessary to implement the objective and policies of the Public School Facilities Element.
- Policy XII.5.1.3.** Maintain intergovernmental agreements with other local governments as necessary in order to attain common objectives within the Public School Facilities Element.
- Policy XII.5.1.4.** Establish contact with other governmental agencies and private organizations, as needed, to carry out Public school Facilities Element objectives and policies.
- Policy XII.5.1.5.** Revise permitting or permit-related procedures, as necessary, to carry out the objectives and policies of the Public School Facilities Element.
- Policy XII.5.1.6.** Develop and implement programs or methodology, and conduct any studies required by the Public School Facilities Element.
- Policy XII.5.1.7.** Determine from the School Board the inventories required by the Public School Facilities Element.
- Policy XII.5.1.8.** Continue to enforce existing regulations where specified within the Public School Facilities Element.
- Policy XII.5.1.9.** Any conflicts related to issues covered by the Public School Facilities Element and Interlocal Agreement shall be resolved in accordance with governmental conflict resolution procedures specified in Florida Statute.

## LIST OF DEFINITIONS AND ACRONYMS

**AASHTO:** American Association of State Highway and Transportation Officials

**Activity Center:** An area containing a planned or existing cluster of related land use activities, including but not limited to commercial, industrial, and tourist/recreational activities.

**Adjacent Municipalities:** Those municipalities that could have an immediate effect on land use decisions.

**Adaptive reuse:** The process of converting a building to a use other than that for which it was originally designed.

**ADF:** Average daily flow.

**Affordable Housing:** Housing in which monthly rents or monthly mortgage payments including taxes, insurance, and utilities do not exceed 30 percent of that amount which represents the percentage of the median adjusted gross annual income for the households as indicated in subsection (9) [Extremely-low-income persons], subsection (11) [Low-income persons], subsection (12) [Moderate-income persons], or subsection (17) [Very-low-income persons] of §420.004, F.S."

**Agricultural Uses:** Activities within land areas which are predominantly used for the cultivation of crops and livestock including; crop land; pasture land; orchards; vineyards; nurseries; ornamental horticulture areas; groves; confined feeding operations; specialty farms; and silviculture areas.

**Airport Clear Zone:** A designated area of land which is subject to peak aircraft noises and which there is the highest potential of danger from airport operations.

**Airport Facility:** Any area of land or water improved, maintained or operated by a governmental agency for the landing and takeoff of aircraft, or privately owned paved runways of 4,000 or more feet in length, and any appurtenant area which is used for airport buildings, or other airport facilities or rights-of-way.

**Airport Obstruction:** Any structure, object of natural growth, existing condition or use of land which obstructs the airspace required for the flight of aircraft in landing or taking off at an airport or which otherwise increases the risk of danger to aircraft operations.

**Amnesty Days:** A period of time authorized by a state for the purpose of purging small quantities of hazardous waste, free of charge, from the possession of homeowners, farmers, schools, state agencies, and small businesses

**Annexation:** The adding of real property to the boundaries of an incorporated municipality so that this added property becomes a part of the municipality in every way, as discussed in §171.031 F.S.

**Aquifer:** A water-bearing stratum of permeable rock, sand, or gravel.

**Archeological Site:** A location that has yielded or may yield information on history or prehistory. An archeological site contains physical remains of the past. An archeological site may be found within archeological zones, historic sites, or historic districts.

**Archeological Zone:** A geographically defined area that has or may reasonably be expected to yield information on local history or prehistory based upon broad prehistoric or historic settlement patterns.

**Arterial Road:** A roadway providing service which is relatively continuous and of relatively high traffic volume, long trip length, and high operating speed. In addition, every United States numbered highway is an arterial road.

**Availability or Available:** With regard to the provision of facilities and services concurrent with the impacts of development, means that at a minimum the facilities and services will be provided in accordance with the standards set forth in the Florida Statutes.

**Best Management Practice (BMP):** A practice or combination of practices that are determined to be the most effective, practical means of preventing or reducing the amount of pollution generated by nonpoint sources to a level compatible with water quality goals.

**Bicycle and Pedestrian Ways:** Any road, path or way which is open to bicycle travel and traffic afoot and from which motor vehicles are excluded.

**Blighted Areas:** Developed areas which have deteriorated through neglect or abandonment and which could benefit the community if redeveloped.

**Buffer:** An area or strip of land established to separate and protect one type of land use from another with which it is incompatible. A buffer area typically is landscaped and contains vegetative plantings, berms, and/or walls or fences to create a visual and/or sound barrier between the two incompatible uses.

**Building:** A structure created to shelter any form of human activity. This may refer to a house, barn, garage, church, hotel, packing-house, or similar structure. Buildings may refer to a historically or architecturally related complex, such as a house or a jail, or a barn.

**Capital Budget:** The portion of each local government's budget that reflects capital improvements scheduled for a fiscal year.

**Capital Improvement:** Physical assets constructed or purchased to provide, improve or replace a public facility and which are large scale and high in cost. The cost of a capital improvement is generally nonrecurring and may require multi-year financing. For the purposes of this rule, physical assets that have been identified as existing or projected needs in the individual comprehensive plan elements shall be considered capital improvements.

**Capital Improvement Program (CIP):** A five-year listing of proposed capital improvement projects.

**Certificate of Appropriateness:** A document awarded by a preservation commission architectural review board allowing an applicant to proceed with a proposed alteration demolition or a new construction in a designated area, district or site, following a determination of the proposal's suitability to applicable criteria.

**Certified Local Government:** Established by the National Historic Preservation Act Amendment of 1980, the Certified Local Government program permits the states to delegate limited

responsibilities to local governments that meet specific qualifications for certification and provide limited grant-in-aid funding to assist that in that process. To become a CLG participant, a local government must adopt an acceptable historic preservation ordinance, maintain a system of survey and inventory of historic resources, and encourage public participation in the historic preservation program.

**CIE:** Capital Improvement Element.

**Cluster Development:** A development pattern for residential, commercial, industrial, institutional, or combinations of such uses in which the uses are grouped or "clustered" through a density transfer, rather than spread evenly throughout a parcel as a conventional lot by lot development.

**Collector Road:** A roadway providing service which is of relatively moderate traffic volume, moderate trip length, and moderate operating speed. Collector roads collect and distribute traffic between local roads or arterial roads.

**Commercial Uses:** Activities within land areas that are predominantly connected with sale, rental and distribution of products, or performance of services.

**Community Park:** A park between 16 and 100 acres in size designed to serve more than one neighborhood.

**Concurrency:** The necessary public facilities and services to maintain the adopted level of service standards are available when the impacts or development occur.

**Concurrency Management System:** The procedures and/or process that the local government will utilize to assure that development orders and permits are not issued unless the necessary facilities and services are available concurrent with the impacts of development.

**Cone of Influence:** An area around one or more major water wells the boundary of which is determined by the government agency having specific statutory authority to make such a determination based on groundwater travel or drawdown depth.

**Conservation Uses:** Activities within land areas designated for the purpose of conserving or protecting natural resources or environmental quality and includes areas designated for such purposes as flood control, protection of quality, or quantity of groundwater or surface water, floodplain management, fisheries management, or protection or vegetative communities or wildlife habitats.

**Contributing Structure or Property:** Buildings, structures, or sites that add to the historical association, architectural quality or archeological value of a property or district because (a) they were present during the period of significance and possess historical integrity reflecting their character at the time or potential for yielding historical information; or (b) their potential to qualify independently for the National Register of Historical Places.

**CRA:** Community Redevelopment Agency

**Critical Habitat:** The specific area within a geographical area occupied by plant or animal species listed by the Florida Department of Agriculture and Consumer Services, Florida Game and

Freshwater Fish Commission, of U.S. Fish and Wildlife Service as endangered, threatened, or species of special concern on which are found physical or biological features (a) essential to the conservation of the species and (b) which may require special management considerations or protection.

**Cultural Resources:** Those resources that possess qualities of significance in national, state or local history, architecture, archeology, and culture and which are present in districts, sites, structures, and objects that possess integrity of location, design, setting, materials, workmanship, and association.

**Currently Available Revenue Sources:** An existing source and amount of revenue presently available to the local government. It does not include a local government's present intent to increase the future level or amount of a revenue source which is contingent on ratification by public referendum.

**DCF:** Department of Children and Families.

**Demolition:** The complete or constructive removal of any part or whole building or structure upon a site when same will not be relocated intact to new site.

**Designated Site, Landmark, or District:** Any site, landmark, or district designated by the federal, state, or local government as having historical, architectural, or archeological significance.

**Design Guidelines:** Criteria developed by preservation commission, board, or review body to identify design concerns in an area or historic district and to help property owners ensure that rehabilitation and new construction respect the character or designated buildings or districts.

**Design Review:** The process of ascertaining whether modifications to historic structures, sites or districts meet standards of appropriateness established by a governing or advisory review board.

**Development:** The carrying out of any building activity or mining operation, the making of any material change in the use or appearance of any structure or land, or the dividing of land into three or more parcels, as outlined in §380.04, F.S.

**Development of Regional Impact (DRI):** Any development which because of its character, magnitude, or location, would have a substantial effect upon the health, safety, or welfare of citizens of more than one county.

**Development Order:** Any order granting, denying, or granting with conditions an application for a development permit, as outlined in §380.031, F.S.

**Development Permit:** Includes any building permit, zoning permit, plat approval, or rezoning, certification, variance or other action having the effect of permitting development, as defined in §380.031, F.S.

**Disturbance:** Digging, excavating, and similar activity conducted at an archeological site.

**Drainage Basin:** The area defined by topographic boundaries which contributes stormwater to a drainage system, estuarine waters, or oceanic waters, including all areas artificially added to the basin.

**Drainage Detention Structure:** A structure which collects and temporarily stores stormwater for the purpose of treatment through physical, chemical, or biological processes with subsequent gradual release of the stormwater.

**Drainage Facilities:** A system of man-made structures designed to collect, convey, hold, divert or discharge stormwater and includes stormwater sewers, and canals, detention structures and retention structures.

**Drainage Retention Structure:** A structure designed to collect and prevent the release of a given volume of stormwater by complete on-site storage.

**Dwelling Unit:** A structure in which occupants live and eat separately from anyone else and have direct access to the outside (e.g. to hallway or street) of the unit.

**Ecological Communities:** See Vegetative Communities.

**EDB:** Ethylene Dibromide.

**Educational Uses:** Activities and facilities of public or private primary or secondary schools, vocational and technical schools, and colleges and universities licensed by the Florida Department of Education, including the areas of buildings, campus open space, dormitories, recreational facilities or parking.

**Environmentally Sensitive Land:** Wetlands, floodplains, or critical habitat for animal species listed by the Florida Department of Agriculture and Consumer Services, Florida Game and Freshwater Fish Commission, or U.S. Fish and Wildlife Service as endangered, threatened, or species of special concern.

**EPA:** United States Environmental Protection Agency

**Evacuation Routes:** Routes designated by county civil defense authorities of the regional evacuation plan for the movement of persons to safety, in the event of a hurricane.

**FAC:** Florida Administrative Code

**FDEP (DEP):** Florida Department of Environmental Protection

**FDOT:** Florida Department of Transportation

**FEMA:** Federal emergency Management Agency.

**Flood plains:** Areas inundated during a 100-year flood event or identified by the National Flood Insurance Program as an A zone or V zone on Flood Insurance Rate Maps or Flood Hazard Boundary Maps.

**Floodways:** The channel of a stream plus any adjacent floodplain areas that must be kept free of encroachment in order that the 100 year flood may be carried without substantial increases in flood heights.

**Florida Master Site File:** The state's clearinghouse for information on archeological sites, historical structures, and field surveys for such sites. A combination of both paper and computer files, it is administered by the Bureau of Archeological Research, Division of Historical Resources, Florida Department of State.

**Foster Care Facility:** A facility that houses foster residents and provides a family living environment for the residents, including such supervision and care as may be necessary to meet the physical, emotional and social needs of the residents and serving either children or adult foster residents.

**Frontage Road:** A road designated to parallel a major roadway, thereby allowing the major roadway to function as a limited-access facility while providing access to lands adjacent to the roadway. (Sometimes designated a "service road")

**F.S.:** Florida Statutes.

**Goal:** The long-term end toward which programs or activities are ultimately directed.

**GPCD (gpcd):** Gallons per capita per day.

**GPD (gpd):** Gallons per day.

**Greenbelt:** One or more adjacent scenic landscaped and/or low-density developed areas that have established a ribbon or belt-like area, which is protected by law or regulation from being overtaken by unplanned development to the extent that it retains its spacious, natural, scenic, or historic attributes.

**Group Home:** A facility that provides a living environment for unrelated residents who operate as the functional equivalent of a family, including such supervision and care as may be necessary to meet the physical, emotional and social needs of the residents. Adult congregate facilities comparable in size to group homes are included in this definition. It shall not include rooming clubs, fraternities, monasteries or convents, hotels, residential treatment facilities, nursing homes, or emergency shelters.

**Hazardous Material:** Any hazardous chemical, toxic chemical, or extremely hazardous substance, as defined in §329 of Title III.

**Hazardous Waste:** Solid waste, or combination of solid wastes, that because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause or significantly contribute to an increase in mortality rate or an increase in serious irreversible or incapacitating reversible illness or may pose a substantial present or potential hazard to the environment when improperly transported, disposed of, stored, treated or otherwise managed.

**High Recharge Area:** Geographic areas designated by a Florida Water Management District where generally, water enters the aquifer system at a rate of greater than ten inches per year.

**Historic District:** A geographically definable area, urban or rural, possessing a significant concentration, linkage, or continuity of sites, buildings, structures, objects, or area, that are united by past events or aesthetically by plan or physical development. A district also may be comprised of individual resources that are separated geographically but are thematically linked by association or history.

**Historic Landmark:** A specific object, site, or building designated as historic under municipal ordinance.

**Historic Preservation Board or Commission (Review Body):** A board of citizens created by local ordinance and charged with enforcing provisions of local law governing historic districts and buildings.

**Historic Property or Historic Resource:** Any prehistoric or historic district, site, building, object, or other real or personal property of historical, architectural, or archeological value. The properties may include, Indian habitations, ceremonial sites, abandoned settlements, sunken or abandoned ships, engineering works, treasure trove, artifacts or other objects with intrinsic historical or archeological value or any part thereof, relating to history, government and culture of the state.

**Historical Site:** A single lot or portion of a lot containing an improvement, landscape feature, or archeological site, or an historically related complex of improvements, landscape features or archeological sites that may yield information on history or prehistory.

**Historical Survey:** A comprehensive survey involving the identification, research and documentation of buildings, sites and structures of any historical, cultural, archeological or architectural importance.

**HUD:** U.S. Department of Housing and Urban Development

**Hurricane Shelter:** A structure designated by local officials as a place of safe refuge during a storm or a hurricane.

**Incompatible Land Uses:** Land uses that if occurring adjacent to one another have a detrimental effect on one or both of the uses.

**Industrial Uses:** The activities within land areas predominantly connected with manufacturing, assembly, processing, or storage of products.

**Infrastructure:** Those man-made structures that serve the common needs of the population, such as; sewage disposal systems; potable water systems; potable water wells serving a system; solid waste disposal sites or retention areas; stormwater systems; utilities; piers; docks; wharves; breakwaters; bulkheads; seawalls; bulwarks; revetments; causeways; marinas; navigation channels; bridges; and roadways.

**Intensity:** The degree to which land is used, referring to levels of concentration or activity in non-residential uses.

**Land Development Regulations:** Includes local zoning, subdivision, building, and other regulations controlling the development of the land, as discussed in §380.031, F.S.

**Land Use:** The development that has occurred on land.

**Landmark:** A designated building, site, or structure having historical, architectural or archeological significance.

**Level of Service (LOS):** An indicator of the extent or degree of service provided by or proposed to be provided by a facility based on and related to the operational characteristics of the facility. Level of service shall indicate the capacity per unit of demand for each public facility.

**Limited Access Facility:** A roadway especially designed for through traffic, and over, from, or to which owners or occupants of abutting land or other persons have no greater than a limited right or easement access.

**Local Comprehensive Plan:** Any or all, local comprehensive plans or elements or portions thereof prepared, adopted, or amended pursuant to the Community Planning Act, as amended.

**Local Peacetime Emergency Plan:** The plans prepared by the county civil defense or county emergency addressing weather-related natural hazards and man-made disasters except nuclear power plant accidents and war. The plan covers hazard mitigation, emergency preparedness, emergency recovery, and in coastal counties, hurricane evacuation.

**Local Road:** A roadway providing service which is of relatively low traffic volume, short average trip length or minimal through traffic movements, and high volume land access for abutting property.

**Low and Moderate Income Families:** "Lower income families" as defined under the Section 8 Assisted Housing Program, or families whose annual income does not exceed 80 percent of the median income for the area. The term "families" includes "households."

**Major Trip Generators or Attractors:** Concentrated areas of intense land use or activity that produces or attracts a significant number of local trip ends.

**MGD (mgd):** Million gallons per day.

**Minerals:** All solid minerals, including clay, gravel, phosphate rock, lime, shells (excluding live shellfish), stone, sand, heavy minerals, and any rare earths, that are contained in the soils or waters of the state.

**Mini-Park:** A park one acre in size or less.

**Mitigation (Historic):** A process designed to prevent adverse impact of an activity on cultural resources by the systematic removal of the prehistoric, historic, or architectural data in order to acquire the fundamental information necessary for understanding the property within its proper historic context. For structures, at minimum, this may require primary archival studies, information interview, measured drawings, and large-scale photography. For archeological sites, at minimum, this may require literature studies, informant interviews, field survey, excavation, and artifact analysis. All mitigation projects require the preparation of reports.

**Mobile Home:** A residential structure, transportable in one or more sections, which is 8 body feet or more in width, over 35 body feet in length with the hitch, built on an integral chassis, designed to be used as a dwelling when connected to the required utilities, and not originally sold as a recreational vehicle, and includes the plumbing, heating, air-conditioning, and electrical systems contained therein.

**National Historic Landmark:** Authorized in 1935 and implemented in 1960 a federal program that identifies sites and buildings of clearly national significance.

**National Register of Historic Places:** Established by congress in the National Register of Historic Places is a listing of culturally significant buildings, structures, objects, sites and districts in the United States. The listing is maintained by the U.S. Department of the Interior.

**Natural Drainage Features:** The naturally occurring features of an area that accommodate the flow of stormwater, such as streams, rivers, lakes and wetlands.

**Natural Reservations:** Areas designated for conservation purposes and operated by contractual agreement with or managed by a federal, state, regional or local government or non-profit agency such as; national park lands purchased under the Save Our Coast, Conservation and Recreation Lands or Save Our Rivers programs, sanctuaries, preserves, monuments, archeological sites, historic sites, wildlife management areas, national seashores, and outstanding Florida waters.

**Natural Resources:** Land, air, water, groundwater, drinking water supplies, fish and their habitats, wildlife and their habitats, biota, and other such resources belonging to, managed by, held in trust by, appertaining to, or otherwise controlled by the State of Florida and situated in an area of critical state concern.

**Neighborhood Park:** A park between one and fifteen acres in size that serves the populations of a neighborhood and is generally accessible by bicycle or pedestrian ways.

**Nonconforming Use:** Uses of land and structures, and characteristics of uses that are prohibited under the terms of a zoning ordinance but were lawful at the date of the ordinance's enactment.

**Nonpoint Source Pollution:** Any source of water pollution that is not a point source.

**Object:** A material thing of functional, aesthetic, cultural, historical or scientific value that is by nature or design, movable, yet related to a specific setting or environment.

**Objective:** A specific, measurable, intermediate end that is achievable and marks progress toward a specific goal.

**Open Space:** Undeveloped lands suitable for passive recreation or conservation uses.

**Parcel of Land:** Any quantity of land capable of being described with such definiteness that its location and boundaries may be established, which is designated by its owner or developer as land to be used or developed as a unit or which has been used or developed as a unit.

**Planned Unit Development (PUD):** A zoning district and form of development characterized by a unified site design for a number of housing units, clustering buildings and providing common open space, density increases, and a mix of building types and land uses. It permits the planning of a project and the calculation of densities over the entire development, rather than on an individual lot-by-lot basis. Also, a process in which public officials have considerable involvement in determining the nature of development through site plan review. It includes aspects of both subdivision and zoning regulation and usually is administered either through a special permit or a rezoning process.

**Playground:** A recreation area with play apparatus.

**Point Source Pollution:** Any source of water pollution that constitutes a discernible, confined, and discrete conveyance, including but not limited to any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, or vessel or other floating craft, from which pollutants are or may be discharged. This term does not include return flows from irrigated agriculture.

**Policy:** The way in which programs and activities are conducted to achieve an identified goal.

**Pollution:** The presence in the outdoor atmosphere, ground or water of any substances, contaminants, noise, or manmade or man induced alteration of the chemical, physical, biological, or radiological integrity of air or water in quantities or at levels which are or may be potentially harmful or injurious to human health or welfare, animal or plant life, or property, or reasonable interfere with the enjoyment of life or property.

**Potable Water:** Water suitable for human consumption and which meets water quality standards determined by the Department of Health and Rehabilitative Services, provided through a public system or by private well.

**Potable Water Facilities:** A system of structures designed to collect, treat or distribute potable water and includes water wells, treatment plants, reservoirs, and distributions mains.

**Preservation (Historic):** The identification, evaluation, recordation, documentation, analysis, recovery, interpretation, curation, acquisition, protection, management, rehabilitation, restoration, stabilization, maintenance, or reconstruction of historic properties.

**Private Recreation Sites:** Sites owned by private, commercial or non-profit entities available to the public for purposes of recreational use.

**P.S.I. (p.s.i.):** Pounds per square inch.

**Public Access:** The ability of the public to physically reach, enter, or use recreation sites including beaches and shores.

**Public Buildings and Grounds:** Structures or lands that are owned, leased, or operated by a government entity such as a civic and community centers, hospitals, libraries, police stations, fire stations, and government administration buildings.

**Public Facilities:** Transportation systems or facilities, sewer systems or facilities, solid waste systems or facilities, and parks and recreation systems or facilities.

**Public Hurricane Shelter:** A structure designated by local emergency management officials and the American Red Cross as a shelter during a hurricane.

**Public-Supply Water System:** A public system which serves at least 15 service connection used by year-round residents or regularly serves at least 25 year-round residents.

**Public Recreation Sites:** Sites owned or leased on a long-term basis by a federal, state, regional or local government agency for purposes of recreational use.

**Reconstruction:** The authentic reproduction of a building or site that once existed, but disappeared or was demolished.

**Recreation Facility:** A component of a recreation site used by the public such as a trail, court, athletic field or swimming pool.

**Recreational Uses:** Activities within areas where recreation occurs.

**Redevelopment:** Undertaking activities, or projects of a county, municipality, or community redevelopment agency in a community redevelopment area for the elimination and prevention of the development or spread of slums and blight or for the provision of affordable housing, whether for rent or sale, to residents of low or moderate income, including the elderly, and may include slum clearance and redevelopment in a community redevelopment area or rehabilitation or conservation in a community redevelopment area, or any combination or part thereof, in accordance with a community redevelopment plan and may include the preparation of such a plan.

**Regional Park:** A park that is designed to serve two or more communities.

**Rehabilitation (Historic):** The act or process of returning a property to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those portions or features of the property that are significant to its historical, architectural, and cultural values.

**Relocation Housing:** Those dwellings that are made available to families displaced by public programs, provided that such dwellings are decent, safe and sanitary and within the financial means of the families or individuals displaced.

**Renovation:** Modernization of an old or historic building that may produce inappropriate alterations or elimination of important features or details.

**Resident Population:** Inhabitants counted in the same manner utilized by the United States Bureau of the Census in the category of total population. Resident population does not include seasonal population.

**Residential Uses:** Activities within land areas used predominantly for housing.

**Resource Planning and Management Committee:** A committee appointed pursuant to §380.045, F.S.

**Restoration:** The creation of an authentic reproduction beginning with existing parts of an original object or building.

**Revitalization:** The imparting of new economic and community life in an existing neighborhood, area, or business district while at the same time preserving the original building stock and historic character.

**Right-of-way:** Land in which the state, a county, or municipality owns the fee simple title or has an easement dedicated or required for a transportation or utility use.

**Roadway Functional Classification:** The assignment of roads by FDOT into categories according to the character of service they provide in relation to the road network. Basic functional categories include limited access facilities, arterial roads, and collector roads, which may be subcategorized into principal, major, or minor levels. Those levels may be further grouped into urban and rural categories.

**Sanitary Sewer Facilities:** Structures or systems designed for the collection, transmission, treatment, or disposal of sewage and includes trunk mains, interceptors, treatment plants and disposal systems.

**Sanitary Sewer Interceptor:** A sewage conduit that connects directly to and transmits sewage to a treatment plant.

**Seasonal Population:** Part-time inhabitants who utilize or may be expected to utilize public facilities or services but are not residents. Seasonal population shall include tourists, migrant farm workers, and other short-term and long-term visitors.

**Septic Tank:** A watertight receptacle constructed to promote separation of solid and liquid components of wastewater to provide limited digestion of organic matter, to store solids, and to allow clarified liquid to discharge for further treatment and disposal in a soil absorption system.

**Services:** The programs and employees determined necessary by local government to provide adequate operation and maintenance of public facilities and infrastructure as well as those education, health care, social and other programs necessary to support the programs, public facilities, and infrastructure set out in the local plan or required by local, state, or federal law.

**Site:** The location of a significant event, activity, building, structure, or archeological resource.

**Site Plan:** A plan, to scale, showing uses and structures proposed for a parcel of land as required by land development regulations. It includes lot lines, streets, building sites, reserved open spaces, buildings, major landscape features - both natural and man-made - and, depending on requirements, the location of proposed utility lines.

**Site Plan Review:** The process whereby local officials review the site planes and maps of a developer to assure that they meet the stated purposes and standards of land development

regulations, provide for the necessary public facilities, and protect and preserve topographical features and adjacent properties through appropriate siting of structures and landscaping.

**Solid Waste:** Sludge from a waste treatment works, water supply treatment plant, or air pollution control facility or garbage, rubbish, or other discarded material, including solid, liquid, or contained gaseous material resulting from domestic, industrial, commercial, mining, agricultural, or governmental operations.

**Solid Waste Facilities:** Structures or systems designed for the collection, processing or disposal of solid wastes, including hazardous wastes, and include transfer stations, processing plants, recycling plants, and disposal systems.

**Solid Waste Processing Plant:** A facility for incineration, resource recovery, or recycling of solid waste prior to its final disposal.

**Solid Waste Processing Plant:** A facility for temporary collection of solid waste prior to transport to a processing plant or to final disposal.

**Standard Housing:** Dwelling units that meet the federal Minimum Housing Quality Standards as established for the HUD Section 8 Program.

**Stormwater:** The flow of water that results from a rainfall event.

**Streetscape:** The distinguishing and pictorial character of a particular street as created by its width, degree of curvature and paving materials, design of the street furniture, and forms of surrounding buildings.

**Structure:** Anything constructed, installed, or portable, the use of which requires a location on a parcel of land. It includes a moveable structure, while it is located on land that can be used for housing, business, commercial, agricultural, or office purposes either temporarily or permanently. Structure also includes fences, billboards, swimming pools, poles, pipelines, transmission lines, tracks, and advertising signs. (s380.031 F.S.)

**Subdivision:** The division of land into three or more lots, parcels, tracts, tiers, blocks, sites, units, or any other division of land; and includes establishment of new streets and alleys, additions, and resubdivisions; and, when appropriate to the context, relates to the process of subdividing or to the lands or area subdivided.

**Substandard Housing:** Dwelling units that do not meet the federal Minimum Housing Quality Standards as established for the HUD Section 8 Program.

**Support Documents:** Any surveys, studies, inventory maps, data, inventories, listings or analyses used as bases for or in developing the local comprehensive plan.

**SWFWMD:** Southwest Florida Water Management District

**TPO:** Metropolitan Planning Organization for the Lakeland/Winter Haven Urbanized Areas.

**Urban Sprawl:** Development patterns characterized by low density, automobile-dependent development with either a single use or multiple uses that are not functionally related, requiring the extension of public facilities and services in an inefficient manner, and failing to provide a clear separation between urban and rural uses.

**Vegetative Communities:** Ecological communities, such as coastal strands, oak hammocks, cypress swamps, that are classified based on the presence of certain soils, vegetation and animals.

**Viewshed:** A scenic vista free from man-made visual obstructions.

**Vested Right:** A right is vested when it has become absolute and fixed and cannot be defeated or denied by subsequent conditions or change in regulations, unless it is taken and paid for. There is no vested right to an existing zoning classification or to have zoning remain the same forever. However, once development has been started or has been completed, there is a right to maintain that particular use regardless of the classification given the property. In order for a nonconforming use to earn the right to continue when the zoning is changed, the right must have vested before the change. If the right to complete the development was not vested, it may not be built, no nonconforming use will be established, and the new regulations will have to be complied with.

**Water Recharge Areas:** Land or water areas through which groundwater is replenished.

**Water Wells:** Wells excavated, drilled, dug, or driven for the supply of industrial, agricultural or potable water for general public consumption.

**Wetland:** Areas that are inundated or saturated by surface water or ground water at a frequency and a duration sufficient to support, and under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soils. Soils present in wetlands generally are classified as hydric or alluvial or possess characteristics that are associated with reducing soil conditions. The prevalent vegetation in wetlands generally consists of facultative or obligate hydrophytic macrophytes that are typically adapted to areas having soil conditions described above. These species, due to morphological, physiological, or reproductive adaptations, have the ability to grow, reproduce or persist in aquatic environments or anaerobic soil conditions. Florida wetlands generally include swamps, marshes, bayheads, bogs, cypress domes and strands, sloughs, wet prairies, riverine swamps and marshes, hydric seepage slopes, tidal marshes, mangrove swamps and other similar areas. Florida wetlands generally do not include longleaf or slash pine flatwoods with an understory dominated by saw palmetto.

**Zero Lot Line:** A development approach in which a building is sited on one or more lot lines having no yard with the intent to allow more flexibility in site design and to increase the amount of usable open space on the lot.

## **CONCURRENCY MANAGEMENT SYSTEM**

### **OVERVIEW**

The purpose of the concurrency Management System is to provide a mechanism for evaluating development orders to ensure that the public facility level of service standards adopted as part of the Lake Wales Comprehensive Plan are maintained. The system consists of three primary components.

1. An inventory of existing public facilities for which concurrency is to be determined,
2. A concurrency assessment of each application for a final development order or permit, and
3. A schedule of improvements needed to correct any existing public facility deficiencies. No development orders may be issued that will cause a public facility or service to operate below the adopted level of service standard.

Development orders may however be conditioned such that needed public facility improvements will be in place concurrent with the impacts of the proposed development.

In order to ensure that all necessary public facilities are available concurrent with the impacts of development, a determination of concurrency will be made during the development approval process. All development orders and permits will specify any needed public facility improvements and a schedule for their implementation. Thus, while some required improvements might not have to be completed until a certificate of occupancy is issued, they will have been specified as a condition of approval in the original development order. If a development proposal cannot meet the test for concurrency then it may not proceed under any circumstances and no development orders or permits may be issued. Likewise, if a development orders, permits, or certificates of occupancy may be issued.

### **APPLICABILITY**

Prior to the granting of a development order, all development permits shall be reviewed for concurrency consistent with the provisions and requirements of this system. Development orders may be issued only upon a finding the City that the public facilities for which level of service standards have been established in the Comprehensive Plan will be available concurrency with the impacts of the development.

All applicants for development permits shall be required to provide the information necessary to allow the City to accurately assess the impacts of the proposed development.

The City's land development regulations shall specifically list the application requirements for development permits that reflect the informational needs for the determination of concurrency, and application forms shall be developed accordingly.

### **DEVELOPMENT SERVICES DEPARTMENT**

It shall be the responsibility of the Development Services Department to:

1. Maintain an inventory of existing public facilities and capacities or deficiencies;
2. Determine concurrency of proposed development that does not require Planning & Zoning Board or City Commission approval;
3. Provide advisory concurrency assessments and recommending conditions of approval for development orders that require Planning & Zoning Board or City Commission approval; and
4. Report the status of all public facilities covered under this system to the City Manager and recommend a schedule of improvements for those public facilities found to have existing deficiencies.

## **PUBLIC FACILITIES CAPACITY INVENTORY**

The Development Services Department shall maintain an inventory of facility and service capacities for those public facilities for which the level of service standards have been established in the comprehensive Plan. The inventory shall be updated annually. the inventory shall contain the following information.

### **Traffic Circulation**

1. Design capacity of different roadway segments.
2. The existing level of service measured by the average annual number of trips per day on a roadway segment and the peak hour trips as provided in the last counts taken before November 1 by the Florida Department of Transportation or the City.
3. The status of service degradation on any road segments classifies as backlogged.
4. The adopted level of service standards for all functional classifications.
5. The existing capacities or deficiencies of the roadway network.
6. The capacities reserved for approved by unbuilt development.
7. The projected capacities or deficiencies due to approved but unbuilt development.
8. The improvements to be made to the roadway network in the current fiscal year by any approved developments pursuant to previous development orders and the impact of such improvements on existing capacities or deficiencies.
9. The improvements to be made to the roadway network in the current fiscal year by the City, Polk county, the Florida Department of Transportation or other public agencies and the impact of such improvements on the existing capacities or deficiencies.

### **Sanitary Sewer**

1. The design capacity of the wastewater treatment facilities.

2. The existing level of service standards measured by the average number of gallons per day per person based on the average flow experienced at the treatment plant and the total population of the service area.
3. The adopted level of service standard for average daily flows per person.
4. The existing deficiencies of the system.
5. The capacities reserved for approved but unbuilt development.
6. The projected capacities or deficiencies due to approved but unbuilt development.
7. The improvements to be made to the facility in the current fiscal year by any approved developments pursuant to previous development orders and the impact of such improvements on the existing capacities or deficiencies.
8. The improvements to be made to the facility in the current fiscal year by the City and the impacts of such improvements on the existing capacities or deficiencies.

### **Potable Water**

1. The design capacity of potable water treatment facilities.
2. The existing level of service measured by the average number of gallons per person per day based on the average flows experienced and the total population of the service area.
3. The existing potable water storage capabilities of the water system.
4. The existing minimum water pressure.
5. The adopted level of service standards for the potable water facility components.
6. The existing capacities or deficiencies of the system.
7. The capacities reserved for approved but unbuilt development.
8. The improvements to be made to the facility in the current fiscal year by any approved developments pursuant to previous development orders and the impact of such improvements on the existing capacities or deficiencies.
9. The improvements to be made to the facility in the current fiscal year by the City and the impact of such improvements on the existing capacities or deficiencies.

### **Solid Waste**

1. The design capacity of solid waste disposal facilities.

2. The existing level of service measured by the number of pounds per person of solid waste generated based on the billed tonnage of solid waste delivered to the Polk County landfill and the total population of the City.
3. The adopted level of service standard for solid waste.
4. The capacities reserved for approved by unbuilt development.
5. The projected capacities or deficiencies due to approved but unbuilt development.
6. The improvements to be made to the system in the current fiscal year by any approved developments pursuant to previous development orders and the impact of such improvements on the existing capacities or deficiencies.
7. The improvements to made to the system in the current fiscal year by the City and the impact of such improvements on the existing capacities or deficiencies.

### **Drainage**

1. The existing level of service measured by storm event as determined by the City and its consulting engineers.
2. The adopted level of service standard for storm drainage.
3. The capacities reserved for approved by unbuilt development.
4. The projected capacities or deficiencies due to approved but unbuilt development.
5. The improvements to be made to the system in the current fiscal year by any approved developments pursuant to previous development orders and the impact of such improvements on the existing capacities or deficiencies.
6. The improvements to made to the system in the current fiscal year by the City and the impact of such improvements on the existing capacities or deficiencies.

### **Recreation and Open Space**

1. The existing level of service measured by the number of acres of parkland available per 1000 residents based on an inventory of park lands in the City and the population of the City.
2. The existing capacities or deficiencies of the parks and recreation facility system.
3. The capacities reserved for approved but unbuilt development.
4. The projected capacities or deficiencies due to approved but unbuilt development.
5. The improvements to be made to the parks and recreation system in the current fiscal year by any approved development pursuant to previous development orders and the impacts of such improvements on the existing capacities or deficiencies.

6. The improvements to be made to the parks and recreation system in the current fiscal year by the City and the impact of such improvements on the existing capacities or deficiencies.

## **CONCURRENCY ASSESSMENT**

The Development Services Department shall determine concurrency based upon a Concurrency Assessment of all development permits. The Public Facilities Capacity/Inventory shall be used as a basis for determining the existing conditions. The determination of concurrency may include conditions of approval that are deemed necessary for concurrency to be ensured.

The Development Services Department shall provide recommendations to the Planning and Zoning Board and the City Commission concerning those development orders that require Planning and Zoning Board and City Commission approval. The comments and recommendations provided by the Department shall include but are not limited to.

1. The ability of existing facilities to accommodate the proposed development at the adopted level of service standards;
2. Any existing facility deficiencies that will need to be corrected prior to the completion of the proposed development;
3. The facility(s) improvements or additions that will be needed to accommodate the impacts of the proposed development at the adopted level(s) of service standards(s);
4. The date such facility(s) improvements or additions will need to be completed to be concurrent with the impacts on such facility(s) created by the proposed development; and
5. A recommendation of approval or denial with any applicable conditions for the timing and location of needed improvements.

Prior to the issuance of a development order for a proposed new development, the City Commission and/or the Development Services Department shall.

1. Make a finding on the impacts created by the proposed development;
2. Make a finding as to whether the public facilities covered under the Concurrency Management System will be available concurrent with the impacts of new development at the adopted level.
3. Make a finding of those facility(s) improvements or additions that are required to ensure the finding of concurrency; and
4. Make a finding of the entity responsible for the design and installation of all required facility(s) improvements or additions.

The adopted level of service standards shall be the minimum acceptable criteria with which all proposed new development shall comply. The Concurrency Management System shall not

preclude the Planning and Zoning Board or the City Commission from imposing other conditions of approval including improvements and additions to the facilities covered under this system beyond the minimums necessary to achieve concurrency.

## **CONCURRENCY REPORTING**

On November 1 of each year the Development Services Department shall report to the City Manager the information required in the Public Facilities Capacity Inventory. The report shall note any facility deficiencies and shall summarize the degree to which any such deficiency will limit the approval of the development orders (e.g. the creation of a moratorium). The report shall also include a recommended schedule of improvements necessary to prevent a moratorium or a reduction in the approval of development orders.

## **GENERAL RULES FOR CONCURRENCY ASSESSMENT**

### **Approved Impacts**

The impacts of new development shall be assessed against the existing conditions as described in the public facilities inventory that includes the projected impacts from approved by unbuilt development.

### **Existing Deficiencies**

No development may be approved that will impact a facility which is currently deficient unless the facility is required to be improved in the current fiscal year pursuant to a previous development order or permit. Any needed improvements shall be completed prior to the projected impacts of the proposed development.

### **Time Specific Approval**

All development approvals shall have a time period specified in the development order or permit in which development must commence. The time period may involve two or more phases but the timing of each phase shall be specified in the development order or permit. If necessary, the development order or permit may prescribe a time schedule for the initiation of the various components of the development process such as land clearing, filling, foundation pouring, etc.

Any required improvements shall also require a time period for construction and completion. Should development or facilities improvements fail to begin or be completed in accordance with the development order or permit all outstanding approvals of the development shall expire. Amendments to time schedules shall be permitted but must be approved by the body granting the original approval.

### **Sufficiency**

The Development Services Department may require additional information from applicants or other City Departments in order for an accurate assessment to be conducted. Such additional informational requests shall be reasonable and be provided in writing to the applicant or appropriate Department.

Should the Development Services Department require a special study (such as traffic counts on a road that is not regularly monitored) the applicant shall provide such information. Review and approval of proposed development may be postponed for a reasonable time period in order that more information may be gathered on a facility.

Proposed development may be denied approval though for failure of the applicant to provide adequate information on the projected impacts created by the development.

### **Minimum Criteria**

The following minimum criteria shall be used to determine if a required public facility or service is available to support proposed development.

For roads, potable water, sanitary sewer, solid waste and drainage.

1. The necessary facilities are in place at the time a development permit is issued; or
2. A development permit is issued subject to the condition that the necessary facilities will be in place when the impacts of the development occur; or
3. The necessary facilities are under construction at the time a permit is issued; or
4. The necessary facilities and services are guaranteed in an enforceable development agreement. An enforceable development agreement may include but is not limited to: development agreements pursuant to Section 163.3220 F.S. or an agreement or development order issued pursuant to Chapter 380 F.S. the agreement must guarantee that the necessary facilities and services will be in place when the impacts of the development occur.

For parks and recreation, the above criteria shall apply, or alternatively, the following shall be met.

1. At the time the development permit is issued, the necessary facilities and services are the subject of binding executed contract that provides for the commencement of the actual construction of the required facilities or the provision of services within one year of the issuance of the development permit; or
2. The necessary facilities and services are guaranteed in an enforceable development agreement that requires the commencement of actual construction of the facilities or the provision of the services within one year of the issuance of the applicable development permit. An enforceable development agreement may include but is not limited to development agreements pursuant to Section 163.3220 F.S. or an agreement or development order issued pursuant to Chapter 380 F.S.

### **Solid Waste**

The City shall adopt land development regulations that provide solid waste generation rates based on land use types. Commercial and industrial developments that are potential hazardous waste generators shall provide a description and estimate of tonnage of solid waste to be generated for which the development will be responsible for coordinating with Polk County for disposal of such

waste. The City will then obtain written approval from Polk County that the proposed development's hazardous waste generation can be accommodated at the County's landfill.

Prior to the issuance of a certificate of occupancy, all facility improvements necessary to accommodate the impacts of that portion of the development receiving a certificate of occupancy shall be in place.

### **Drainage**

All development shall prepare a drainage plan based on the City's stormwater management regulations. Such plans shall be approved by the City's Public Services Department and/or the Southwest Florida Water Management District prior to the approval of the development.

Prior to the issuance of a building permit, all facility improvements necessary to accommodate the impacts of that portion of the development receiving the building permit shall be approved and a schedule established for their implementation such that all improvements shall be completed prior to the issuance of a certificate of occupancy.

### **Recreation**

The City shall adopt land development regulations that provide recreation standards for residential uses. Commercial and industrial developments shall not be assessed as having an impact on recreational facilities. However, the City reserves the right to require the provision of recreational facilities as part of Planned Unit Developments.

Prior to the issuance of a building permit all facility improvements necessary to accommodate the impacts of the entire development shall be approved and a schedule established for their implementation such that all improvements shall be completed prior to the issuance of the last certificate of occupancy.

## **PUBLIC PARTICIPATION PROCEDURES**

### **Legal Requirements**

Chapter 163.3181 F.S. as amended requires the local governing body and local planning agency to adopt procedures to provide for and encourage public participation in the comprehensive planning process. These procedures must include.

1. Provisions to notify real property owners of official actions that will affect the use of their property.
2. Provisions to keep the general public informed throughout the planning process.
3. Provisions to assure that the public has opportunities to provide written comments.
4. Provisions to assure that required public hearings are held.
5. Provisions to assure the consideration of and response to public comments.

### **Public Participation Policies**

To ensure that the public has adequate opportunities for input to the comprehensive planning process, the City of Lake Wales hereby adopts the following policies.

1. A Citizen Advisory Committee will be appointed to assist in providing an accurate reflection of the needs and desires of the community in the comprehensive plan.
2. Workshops will be held to inform the general public about the comprehensive plan and/or individual plan elements.
3. The Local Planning Agency will hold a public hearing for the purpose of receiving comments from the general public prior to recommending the adoption of the comprehensive plan or any plan element or amendment to the plan.
4. The City Commission will hold a minimum of two public hearings prior to the adoption of the comprehensive plan or any plan element.
5. As they are scheduled, workshops, public hearings, and meetings of the Citizen Advisory Committee shall be advertised in a local newspaper of general circulation and by posting of notice at the Municipal Administration Building.
6. At all workshops and public hearings the general public will be encouraged to submit written comments about the comprehensive plan and/or specific plan elements to the Chairman of the Local Planning Agency.
7. As they become available summaries of comprehensive plan documents will be made available for public inspection at the Administration Building during normal operating hours.

### **Groups Responsible for Comprehensive Plan**

Four groups share the responsibility for producing the City of Lake Wales Comprehensive Plan. Their respective roles can be summarized as follows.

#### Local Planning Agency (LPA)

The Local Planning Agency for the City of Lake Wales is the Planning and Zoning Board. Its duties in regard to the comprehensive plan are.

1. To prepare the comprehensive plan and to recommend adoption of the comprehensive plan or any element thereof to the City Commission.
2. To conduct a public hearing prior to recommending to the City Commission the adoption or amendment of the comprehensive plan or any element of the plan;
3. To monitor and oversee the effectiveness and status of the comprehensive plan and make recommendations to the City Commission for any changes to the plan which may be required;

4. Every seven (7) years the City and LPA shall evaluate the comprehensive plan to determine if there are necessary amendments to reflect changes in state requirements, in accordance with Section 163.3191, F.S.
5. To review amendments to the land development regulations which implement the comprehensive plan and make recommendations to the City Commission as to the consistency of the proposal with the adopted comprehensive plan;
6. To perform any other function duties and responsibilities assigned to it by the City Commission.

#### Development Services Department

The duties of the Development Services Department with respect to the City of Lake Wales Comprehensive Plan are.

1. To provide technical planning assistance;
2. To collect and analyze data, produce maps, and assist the LPA and CAC in developing appropriate goals, objectives, and policies as required by state law;
3. To assist with workshops and other public participation activities; and
4. To review plan elements and goal, objective, and policy statements to assure compliance with state law.

#### Lake Wales City Commission

As the local governing body, the Lake Wales City Commission has the legislative responsibility for the adoption of the City's comprehensive plan. The general duties and responsibilities of the City Commission as they relate to the comprehensive planning program are.

1. To adopt and amend the comprehensive plan;
2. To conduct two public hearings prior to the adoption or amendment of the comprehensive plan or any element of the plan;
3. To appropriate funds for salaries, fees and expenses necessary to produce the comprehensive plan;
4. To approve and submit the approved Evaluation and Appraisal Report to the Florida Department of Community Affairs as required by Chapter 163.3191, Florida Statutes;
5. To adopt land development regulations and amendments thereto which are consistent with the adopted comprehensive plan.

#### Citizen Advisory Committee (CAC)

The duties of the Citizen Advisory Committee are.

1. To advise the LPA as to views, opinions, ideas, and concerns of the citizens of Lake Wales with respect to the development of the comprehensive plan;
2. To assist the LPA in formulating appropriate goals, objectives, and policies for inclusion in the comprehensive plan in conformance with state law.

## **CITIZEN ADVISORY COMMITTEE PROCEDURES**

Although it is not a decision-making body, the recommendations of the Citizen Advisory Committee (CAC) are vital in that they reflect the sense of the community concerning the issues addressed in the plan. The following general operating procedures for the CAC are hereby adopted.

### **A. Membership and Method of Establishment**

The Citizen Advisory Committee shall consist of 7 regular members plus 2 alternates. Members and alternates shall be appointed by the City Commission to be representative of the community at large.

### **B. Chairman and Recording Secretary**

The CAC shall nominate and elect by majority vote one among them to serve as Chairman. The Chairman shall select one other member of the Committee to serve as a recording secretary to keep written and taped records of all Committee meetings.

### **C. Subcommittees**

The CAC may form standing committees of concerned citizens and/or experts to serve as technical advisors for particular elements of the comprehensive plan. The recommendations of any such subcommittees shall be made to the full CAC.

### **D. Meetings**

The CAC shall establish its own meeting dates and times. All meetings will be advertised and open to the public. The Committee shall establish minimum requirements for attendance by members and other operating procedures as necessary to discharge its responsibilities.