

# UTILITY SERVICE & ANNEXATION CRITERIA



College Town. Lake Town. *Your Town.*

Utility Service & Annexation Criteria - FYI  
Board of Commissioners Work Session  
Trey Akers, Senior Planner  
September 14, 2021

# OVERVIEW

## *Presentation Outline*

- **Background:** History of Criteria
- **Comprehensive Plan:** Foundation for Criteria
- **Draft Criteria:**
  - Organization
  - Highlights
  - Planning Board Committee Feedback
- **Implementation Options:**
  - DPO Requirements
  - Points
  - Pre-submittal Checklist

# BACKGROUND

- 1. Comprehensive Plan (Jan. 2020):** Includes Growth Mgt. Goals/Policies
  - Goal 2.1 Intentional Growth Management: Use Utility/Annexation Criteria and Growth Management Framework
- 2. Strategic Plan (March/Aug. 2020):** Includes Growth Mgt. Strategies
  - Goal A: Well-Planned & Livable Community
    - Strategy A2: Formalize Utility/Annexation Criteria, Implement Zoning Thresholds
- 3. Commissioner Discussions, Public Input Sessions (Summer 2020):**  
Feedback/Direction Provided
- 4. Planning Board Committee Created (Fall 2020 – Now):** Explore Tools/Options
  - Primary Strategy: Codify Growth Management Framework and Utility Service & Annexation Criteria
    - Reviewed Options/Provided Feedback: Dec. 2020, Apr. 2021, August, 2021

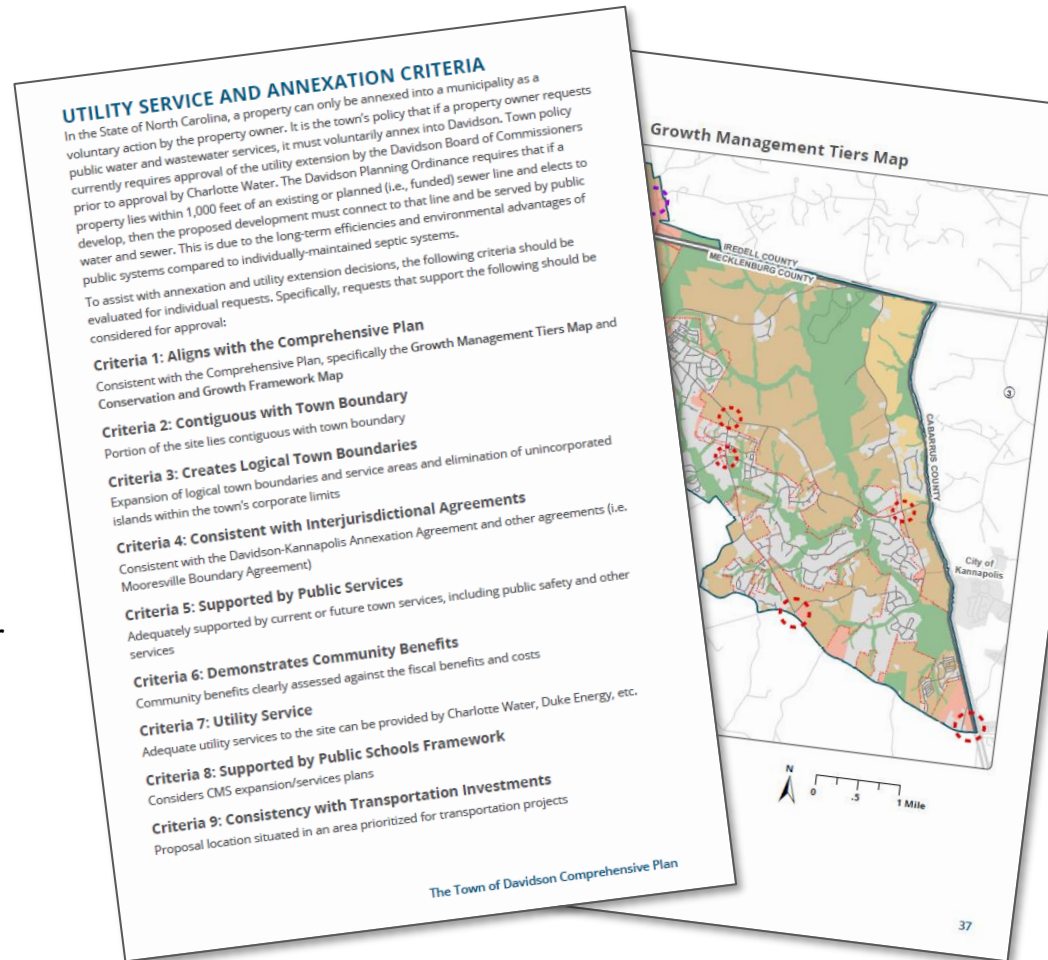


# COMPREHENSIVE PLAN

## Foundational Framework

### Policy 2.1.2: Guide Utility Service Extensions and Annexations Using the USAC

*The town will evaluate the appropriateness of annexation of lands into the town and extension of public utilities to new areas using the Utility Service and Annexation Criteria. These criteria serve as the primary guide for making annexation and utility extension decisions. The criteria provide a framework for ensuring decisions are made consistently and in accordance with the Comprehensive Plan. They are complemented by the Growth Management Tiers Map.*



# DRAFT CRITERIA

## *Organization*

### ▪ **Sections:**

1. Policy Alignment
2. Location Characteristics & Natural Assets
3. Service Demands & Benefits

### ▪ **Criteria:**

1. Policy Alignment: Consistency with Comp. Plan, Jurisdictional Agreements
2. Location Characteristics & Natural Assets: Boundaries, Natural Assets + Features (Trees, Floodplains, Soils, Scenic Byway, Historic Resources)
3. Service Demands & Benefits: Public Services (Police, Fire, Utilities, Schools), Transportation Impacts, Community Benefits



# DRAFT CRITERIA (CONT.)

## *Planning Board Committee Feedback*

- **DPO Requirements:** Integrate Further (Sustainability, Citations)
- **Sustainability:** Incorporate Low-Impact Development Considerations (LID)
- **Clarity/References:**
  - Transportation: Broaden Concept of Mobility
  - Quantitative vs. Qualitative Measures: Imperfect Data, Illustrative Maps
  - Cite Tools, Standards: USGS Soils Sampler, DPO Section X.X.X
- **Points:** Consensus = Useful Measure, Award if Required?
- **Decision-Basis:**
  - Determinations in Writing
  - Ease of Use



# IMPLEMENTATION

## *How the USAC Works*

### ■ **Project Evaluation:**

- USAC Completed by Project Team: Verified by Staff
- Staff Analysis: Criteria Examined, Includes Interdepartmental Review
- Planning Board/Board of Commissioners Review
  - Quantitative: Points, Requirements
  - Qualitative Measures: Consistency with Adopted Plans, Planned Investments, Community Benefits/Needs

### ■ **Procedural Touch Points:**

- Application Submittal: Beginning of Process (Steps 1, 4 of 16)
- Post-PIS/TIA Decision: Halfway through Process (Step 8 of 16)
  - Planning Board Review + Recommendation
  - Board of Commissioners Decision



# IMPLEMENTATION OPTIONS

## *Direction Requested*

- **DPO Requirements**
  - Option A: Remove References (i.e., Use Comp. Plan List)
  - Option B: Retain References, Integrate Sustainability (LID)
- **Points:**
  - Option A: Do Not Use Points
  - Option B: Utilize Points as Relative Measure
  - Option B1: Adjust Points/Approach for Required Items
- **Pre-submittal Checklist:**
  - Option A: Checklist Not Required with Application
  - Option B: Checklist Required with Application





# DISCUSSION



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