

FREQUENTLY ASKED QUESTIONS: SFWMD WATER SUPPLY FACILITIES WORK PLAN UPDATES TECHNICAL ASSISTANCE GUIDE

Why update the Water Supply Facilities Work Plan (Work Plan)?

- Ensure adequate water supply for current and future residents.
- Strengthen position to compete for funding assistance.
- Plan for alternative water supply (AWS) sources that take time to develop and finance.
- Ensure local needs are considered by regional water suppliers and the South Florida Water Management District (SFWMD).
- Meet statutory requirements of Section 163.3177(6)(c), Florida Statutes (F.S.), after the applicable Regional Water Supply Plan (RWSP) has been updated.

Who prepares the Work Plan update?

- Each local government, including those that obtain water from another local government or utility.

What is included in the Work Plan update?

- Population estimates and projections
- Water demand estimates and projections
- Identification of viable water sources to meet demands
- Capital improvement needs to meet existing and future demands
- Conservation efforts
- Planning time frames
- Changes since the original Work Plan was adopted (e.g., water supplier, service area, planned facilities, water suppliers, water users, level of service standards)

Are there any exemptions from updating a Work Plan?

- A local government that does not own, operate, or maintain its own water supply facilities and is served by a public water supply entity with a permitted allocation of 300 million gallons per day or greater is not required to amend its Comprehensive Plan when an RWSP is updated if the local government uses less than 1% of the public water supply entity's total permitted allocation.

When are adopted Work Plans/Comprehensive Plan amendments due?

- Within 18 months after the applicable RWSP update is approved by the SFWMD Governing Board as shown in **Table 1**.

Table 1. Water Supply Facilities Work Plan due dates.

Water Supply Facilities Work Plan		
Regional Water Supply Plan	Regional Water Supply Plan Update Approved	Water Supply Facilities Work Plan Due
Lower West Coast	December 19, 2022	June 19, 2024
Upper East Coast	November 12, 2021	May 12, 2023
Lower East Coast	September 24, 2024	March 24, 2026
Lower Kissimmee Basin	December 12, 2024	June 12, 2026
Upper Kissimmee Basin/CFWI	November 17, 2020	May 17, 2022

- If a local government is in one or more water management districts or SFWMD water supply regions, the Work Plan update is due 18 months after the most recent RWSP is adopted (see **Table 2** for reference).

Table 2. Work Plan update timing for local governments within multiple water management districts or SFWMD water supply regions.

Scenario	Applicable Districts/RWSPs	When the Work Plan Update is Due	Notes/Examples
Local government is entirely within one water management district	SFWMD only	Within 18 months after approval of the most recent RWSP update	Example: City of Sunrise (Lower East Coast Planning Area)
Local government is located within two SFWMD water supply planning areas	SFWMD: multiple RWSPs	18 months after the most recent of the two RWSP updates is approved	Example: Local government spanning both the Lower East Coast and Upper East Coast planning areas
Local government spans two water management districts (e.g., SFWMD and SWFWMD)	SFWMD and SWFWMD	18 months after the most recent RWSP update is approved	The Work Plan must incorporate information from both districts' RWSPs, including water demand projections, AWS projects, and coordination activities
Local government primarily located in the Lower West Coast Planning Area, but partially extends into another district	SFWMD (Lower West Coast) and another district	Due 18 months after SFWMD's Lower West Coast RWSP is approved	Example: Collier and Hendry counties are primarily governed by the Lower West Coast RWSP

What are the Work Plan elements that typically contain the water supply content?

- Future Land Use Element (FLUE) – linkage that future development is based on availability of adequate water supplies, concurrency to the Work Plan.
- Infrastructure Element – the primary home for Work Plan policies (level of service, supply sources, AWS, facility improvements, phasing), including sub-elements, such as Sanitary Sewer, Solid Waste, Drainage, Potable Water, and Natural Groundwater Aquifer Recharge.
- Conservation Element – water-use efficiency, reuse, irrigation limits/rain sensors, drought/shortage response, wellfield protection.
- Coastal Management (if applicable) – saltwater intrusion, wellfield vulnerability, and related resiliency policies.
- Intergovernmental Coordination Element (ICE) – coordination with the SFWMD, utilities, adjacent jurisdictions, and RWSPs.
- Capital Improvements Element (CIE) – 5-year schedule and funding for water supply/AWS projects that implement the Work Plan.
- Housing Element – ensure population/household projections match those used in the Work Plan; direct new housing to areas with available potable/reclaimed capacity and adopted levels-of-service; require demonstration of adequate water supplies at development order; promote water-efficient design (indoor high-efficiency fixtures/appliances, drought-tolerant landscaping, irrigation controls/rain sensors) and retrofit programs for existing housing; coordinate with utilities on conservation/reuse outreach and water-shortage communications.

Tip: Keep the detailed technical content in the Work Plan itself. In the elements above, add concise policies that (1) adopt the Work Plan by reference, (2) point to the CIE for projects/funding, and (3) require periodic updates/coordination with the RWSP updates.

Will assistance be provided to update the Work Plan?

- The *South Florida Water Management District Water Supply Facilities Work Plan Updates Technical Assistance Guide* is available on the SFWMD webpage: <https://www.sfwmd.gov/doing-business-with-us/work-plans>.
- Assistance can be provided through regional workshops, one-on-one meetings, and information on the SFWMD website.
- SFWMD staff strongly encourage and are available to conduct informal pre-submittal reviews.

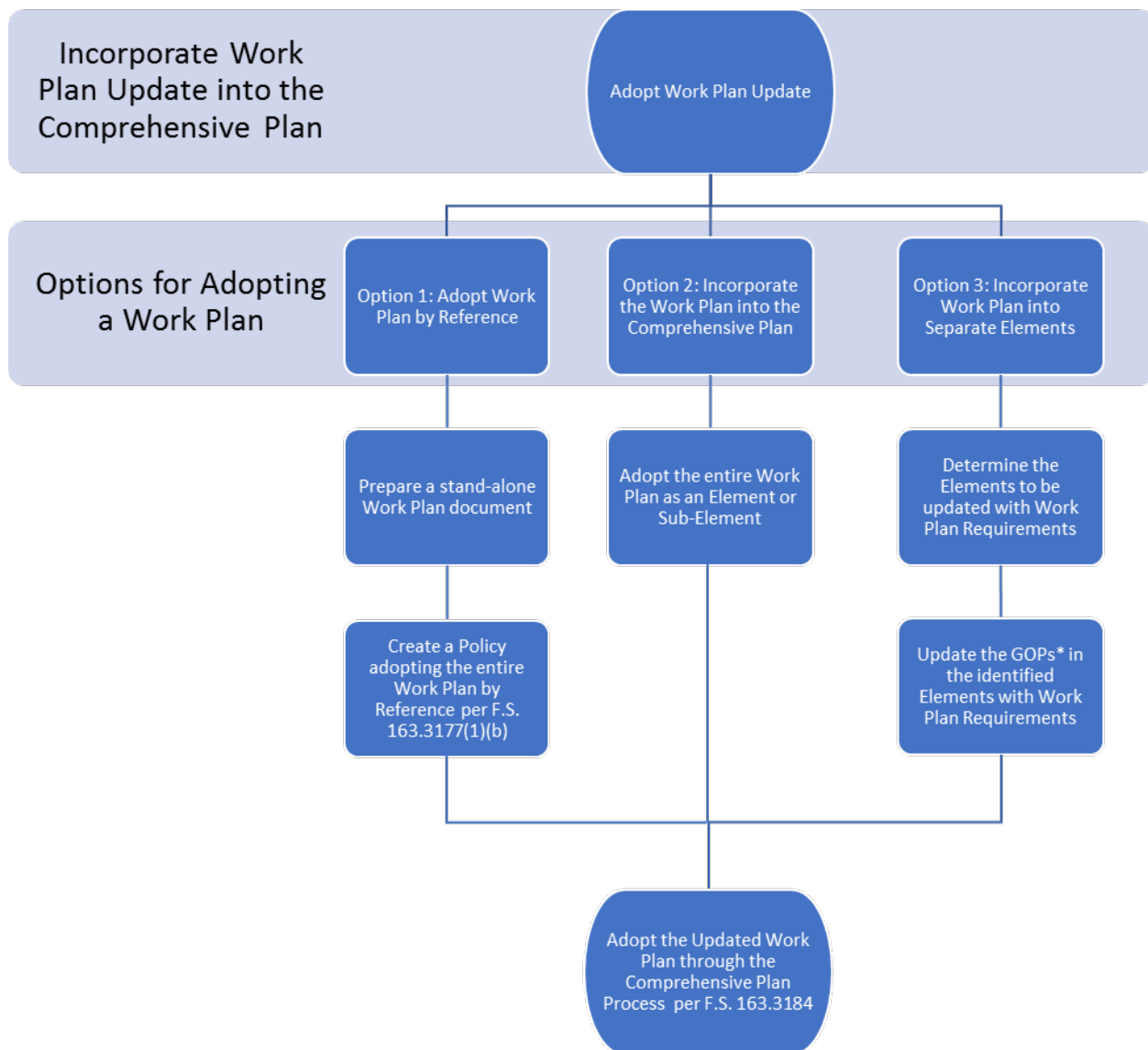
Is there a sample policy that incorporates a Work Plan into an adopted Comprehensive Plan?

Below is a sample policy to incorporate the Work Plan into the Comprehensive Plan:

The [local government] hereby adopts by reference the Water Supply Facilities Work Plan (Work Plan) into the [local government's] Comprehensive Plan, dated xxxx, for a planning period of not less than 10 years. The Work Plan addresses issues that pertain to water supply facilities and requirements needed to serve current and future development within the [local government].

How is the Work Plan updated?

- Work Plan updates can be combined with other Comprehensive Plan amendments, such as map revisions, evaluation and appraisal review changes, and nonrelated text modifications. The Comprehensive Plan amendment normally will go through the Florida Department of Commerce (FloridaCommerce) Expedited State Review Process, unless combined with an amendment that must be processed under the State Coordinated Review Process. Information on how to adopt a Comprehensive Plan amendment or where to submit an amendment can be found on the FloridaCommerce webpage ([How to Prepare and Submit an Adopted Expedited State Review Comprehensive Plan Amendment - FloridaJobs.org](#)).
- The Work Plan can be incorporated into the Comprehensive Plan in one of three ways (**Figure 1**):
 - Option 1. Work Plan as a standalone document adopted by reference into the local government's Comprehensive Plan
 - Option 2. Work Plan incorporated into the local government's Comprehensive Plan
 - Option 3. Work Plan requirements incorporated into applicable elements of the Comprehensive Plan
- May be combined and submitted with other Comprehensive Plan amendments



*GOPs: Goals, objectives, and policies

Figure 1. Adoption process for a Water Supply Facilities Work Plan.

How are Comprehensive Plan amendments submitted to the SFWMD for review?

- Local governments are encouraged to submit Comprehensive Plan amendments to the SFWMD via email to SFLOCALGOVPLAN@sfwmd.gov.