

4.6 Adoption of New Policy, Public Review and Formal Approval

Specific components of this section are required per C.R.S. 37-60-126 (5) for State approved plans. This section provides information on the adoption of relevant new policy, the public review process, formal approval, and future plan updates.

4.6.1 Adoption of New Policy

Implementation of the water efficiency plan could require the development of new policy. For example, water wasting ordinances and enforcement policies may be necessary. As the plan is being developed, it is important to develop policy necessary for implementation and have the policy approved through official processes.

4.6.2 Public Review Process

A public review process is required for all State approved plans per C.R.S. 37-60-126 (5). This process improves the quality of the water efficiency plan, reduces potential future conflicts, and also helps ensure that the plan reflects the values of the community. Providers should follow the appropriate rules, codes, or ordinances of their community to make the draft plan available for public review and comment. If there are no rules, codes, or ordinances governing the provider's public planning process, then each provider shall publish a draft plan, give public notice of the plan, make such plan publicly available, and solicit comments from the public for a period of no less than sixty days after the date on which the draft plan is made publicly available.

C.R.S. 37-60-126(5) Requirement: A public review and comment process must take place. If provider does not have rules, codes, or ordinances to make a draft plan available for a public planning process, then the covered entity shall publish a draft plan, give public notice of the plan, make such plan publicly available, and solicit comments from the public for a period of not less than 60 days after the date on which the draft plan is made publicly available.

Prior to final approval of the plan, the public should have the opportunity to review and comment on the plan. Draft plans can be presented on the provider's website, emailed, and available in hard copy at the provider's office or other local locations such as public libraries. Public meetings can also be scheduled to address public feedback.

4.6.3 Local Adoption and State Approval Processes

C.R.S. 37-60-126 (2) requires that water efficiency plans be formally adopted by the local governing entity. Consequently, decision makers (e.g. city council/board members) should have an opportunity to review and comment on the plan before it is finalized.

The plan itself should document the approval or formal adoption/approval of the plan. This includes the name of the government body that officially adopted the plan, date of adoption, and a copy of the adoption document in an appendix. Any challenges encountered during the adoption process may also be documented.

The plan development and local adoption process should be conducted in conjunction with the State approval process. Providers are encouraged to use the following sequential steps:

- Develop draft plan using the Model Template in Section 6.0.
- Submit draft plan to the CWCB for a cursory overview. CWCB will provide comments on any significant issues/potential changes for discussion.
- Address comments and conduct public review process.
- Incorporate public and local governing entity comments for review.
- Present and/or submit plan to governing body for formal adoption.
- Submit final adopted plan to the CWCB for formal approval.

It may be beneficial for specific members or for the whole governing body to review and comment on the plan prior to the review(s) by CWCB and/or the public review. How this process “fits in” with the sequential process outlined above is at the discretion of the provider. Providers may contact CWCB at any time during the development and approval/adoption processes with questions and technical assistance.

4.6.4 Periodic Review and Update

As discussed previously, water efficiency planning is most effective when viewed as an ongoing process rather than the discrete development of a plan. C.R.S. 37-60-126 (4) requires that all plans include the steps necessary to review and revise plans. This should include the following items:

- Department/staff responsible for taking the lead in initiating the plan update and collecting appropriate data.
- Process of how monitoring results will be incorporated into updated plans.

*C.R.S. 37-60-126 (4)
Requirement: Steps provider
will use to review and revise
its water efficiency plan*

*C.R.S. 37-60-126 (4)
Requirement: Time period, not
to exceed seven years, after
which provider will review
and update its adopted plan.*

Additionally, per C.R.S. 37-60-126 (4), the anticipated date of the next update, not to exceed seven years, must be included in the Plan.

4.6.5 Local Water Efficiency Plans and Informational Resources

The information necessary to develop water efficiency plans may be obtained and integrated from other water resource planning documents developed by the provider. This may include past water efficiency plans, drought management plans, capital improvement plans, raw water master plans, treated water master plans, etc. These references should be clearly cited in water efficiency plans.