

## **12.0 Purpose**

A number of the policies in this Comprehensive Plan will not be implemented automatically, and follow-up actions will be required for the Plan to become a reality. However, by default, many of the plan policies have been developed in such a manner that, by themselves, they provide specific guidance to the Town with everyday decision-making. Therefore, the Town of Excelsior Comprehensive Plan has two roles. One of these roles is to provide everyday guidance for decision making by the Town, and the other is to provide specific direction for projects that will aid the Town with the full realization of its vision, goals and objectives.

This section is meant to provide guidance for the general process of adopting the Comprehensive Plan as well as more specific detail on how and when amendments will be made to the Plan. This section also provides a ‘timeline of implementation’ of all policies in the plan and recommendations, where needed, as to whom will be implementing these policies. This section defines the suggested implementation roles of the Plan Commission and Town Board.

## **12.1 Plan Adoption**

The Town of Excelsior Comprehensive Plan must be adopted in a manner that recognizes a commitment to implement each policy within the Plan. The Plan itself will also be adopted as an ordinance, which will allow the Town to enforce its vision, goals, objectives, and policies. The Town has also included all of the basic elements of Comprehensive Planning and has achieved all 14 goals of the ‘Smart Growth’ legislation.

In addition to this achievement, the development of this plan included an extensive public participation component, which ensured numerous opportunities for residents, landowners, and neighboring governments to give input. Also, the Town of Excelsior Comprehensive Plan Committee consisted of people from all interests and backgrounds, ensuring that the plan was developed by the people and for the overall good of the Town. The public participation plan and scope of services to the planning process are noted in Appendix C.

The final Comprehensive Plan will be reviewed by the Plan Commission, which will forward its recommendations to the Town Board for final Town approval. Upon Town approval, the Plan will be forwarded to the Planning, Zoning and Land Records Committee, which will submit the plan to the State of Wisconsin, Department of Administration for acceptance.

## **12.2 Plan Monitoring, Amendments, and Update**

The Town should regularly evaluate its progress towards achieving the policies in this Comprehensive Plan, and amend and update the Plan as appropriate. This section suggests recommended criteria and procedures for monitoring, amending, and updating the Plan.

### **Plan Monitoring**

The Town should constantly evaluate its decisions on private development proposals, public investments, regulations, incentives, and other actions based on the recommendations/policies of the Town of Excelsior Comprehensive Plan. More specifically, for each proposal that comes before the Town, any recommendation by the Town’s Plan Commission and final action by the Town Board should reference any and all plan policies utilized as part of the review and decision-making process. This reference may come in the form of a resolution or minutes officially adopted by the Town.

### **Plan Amendments**

Amendments may be deemed appropriate or necessary in the years following the adoption and implementation of this Comprehensive Plan. Amendments are generally defined as either minor or major. Minor amendments generally include changes to maps or general text. Major amendments are defined as any change to plan policies. Therefore major amendments will require, at a minimum, a public hearing to garner input from the community regarding the amendment(s).

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**Plan Update**

The State comprehensive planning law requires that the Comprehensive Plan be updated at least every ten years. As opposed to an amendment, an update is often a substantial re-write of the Plan document and maps. Further, on January 1, 2010, “any program or action that affects land use” will have to be consistent with locally adopted comprehensive plans- including zoning and subdivision ordinances, annexation, and transportation improvements. Based on these two deadlines, the Town should update its Comprehensive Plan before the year 2019 (i.e., ten years after 2009). The Town should also monitor any changes to language or interpretations of State law throughout the life of the Comprehensive Plan.

**12.3 Role of Implementation**

**Town Board**

The Town Board will provide for general oversight of the Plan Commission’s activities relative to implementation of the Comprehensive Plan. The Town Board will also consider any current proposals and ensure that they are consistent with this Plan as well as consider Plan Commission recommendations for such proposals.

**Plan Commission**

It is intended that the primary body responsible for the implementation of this Comprehensive Plan be the Plan Commission. The Plan Commission shall utilize the Comprehensive Plan for everyday decision making. It is also recommended that the Plan Commission take the role of identifying policies within the Plan to support its recommendation to the Town Board.

**12.4 Implementation Timeline and Recommended Courses of Action**

This section provides a summary of the actions that the Town should complete in order to implement this Comprehensive Plan. This summary has been broken down by each element and elements’ policies to include a minimum recommended course of action and timeframe for implementation. Each policy has also been assigned a representative body charged with the primary implementation of the policy.

**HOUSING**

<b>Policy</b>	<b>Implementation Timeframe</b>	<b>Representative Body</b>
HP-1A	2009-ongoing	Plan Commission/Town Board
HP-2A	2011	Plan Commission/Town Board
HP-2B	2009 -ongoing	Plan Commission/Town Board
HP-2C	2009-ongoing	Plan Commission/Town Board
HP-3A	2009-ongoing	Plan Commission/Town Board
HP-3B	2009-ongoing	Plan Commission/Town Board
HP-4A	2009-ongoing	Plan Commission/Town Board
HP-4B	2009-ongoing	Plan Commission/Town Board

**AGRICULTURE RESOURCES**

<b>Policy</b>	<b>Implementation Timeframe</b>	<b>Representative Body</b>
ARO-1	2009- ongoing	Plan Commission/Town Board
ARP-1a	2009 - ongoing	Plan Commission/Town Board
ARP-2	2009-ongoing	Plan Commission/Town Board
ARP-3	2009-ongoing	Plan Commission/Town Board

ARP-4	2009-2012	Plan Commission/Town Board
ARP-4A	2009-ongoing	Plan Commission/ Town Board

**UTILITIES & COMMUNITY RESOURCES**

<b>Policy</b>	<b>Implementation Timeframe</b>	<b>Representative Body</b>
UCRO-1	2009-ongoing	Plan Commission/ Town Board
UCRO-2	2009-ongoing	Plan Commission/Town Board
UCRO-3	2009-ongoing	Plan Commission/Town Board
UCRO-4	2009-ongoing	Plan Commission/Town Board
UCRO-5	2009-ongoing	Plan Commission/Town Board

**TRANSPORTATION**

<b>Policy</b>	<b>Implementation Timeframe</b>	<b>Representative Body</b>
TO-1	2009-ongoing	Plan Commission/ Town Board
TO-2	2009-ongoing	Plan Commission/ Town Board
TO-3	2009-ongoing	Plan Commission/Town Board
TO-4	2009-ongoing	Plan Commission/Town Board
TO-5	2009-ongoing	Plan Commission/Town Board

**ECONOMIC DEVELOPMENT**

<b>Policy</b>	<b>Implementation Timeframe</b>	<b>Representative Body</b>
EDO-1	2009	Plan Commission/Town Board
EDP-1A*	2010-2012	EDAC*
EDO-2	2009-ongoing	Plan Commission/Town Board
EDO-3	2009-ongoing	Plan Commission/Town Board
EDP-3A	2009-ongoing	Plan Commission/Town Board

\*\*Economic Development Advisory Committee

**NATURAL RESOURCES**

<b>Policy</b>	<b>Implementation Timeframe</b>	<b>Representative Body</b>
NRP-1A	2009-ongoing	Plan Commission/Town Board
NRP-1B	2009-ongoing	Plan Commission/Town Board
NRO-2	2009-ongoing	Plan Commission/Town Board
NRO-3	2009-ongoing	Plan Commission/Town Board
NRO-4	2009-ongoing	Plan Commission/Town Board
NRO-5	2009-ongoing	Plan Commission/Town Board
NRO-6	2009-ongoing	Plan Commission/Town Board
NRO-7	2009-ongoing	Plan Commission/Town Board
NRO-8	2009-ongoing	Plan Commission/Town Board

**INTERGOVERNMENTAL COOPERATION**

<b>Policy</b>	<b>Implementation Timeframe</b>	<b>Representative Body</b>
ICP-1A	2009-ongoing	Plan Commission/Town Board
ICP-2A	2009-ongoing	Plan Commission/ Town Board
ICP-3A	2009-ongoing	Plan Commission/Town Board

**LAND USE**

<b>Policy</b>	<b>Implementation Timeframe</b>	<b>Representative Body</b>
LUO-1	2011-ongoing	Plan Commission/Town Board
LUP-2A	2011-ongoing	Plan Commission/ Town Board
LUP-2B	2011-ongoing	Plan Commission/Town Board
LUP-3A	2011-ongoing	Plan Commission/Town Board
LUP-3B	2011-ongoing	Plan Commission/Town Board
LUO-4	2011-ongoing	Plan Commission/Town Board
LUP-5A	2011-ongoing	Plan Commission/Town Board
LUP-6A	2011-ongoing	Plan Commission/Town Board
LUP-6B	2011-ongoing	Plan Commission/Town Board
LUO-7	2011-ongoing	Plan Commission/Town Board
LUP-8A	2011-ongoing	Plan Commission/Town Board
LUP-8B	2011-ongoing	Plan Commission/Town Board
LUP-9A	2011-ongoing	Plan Commission/Town Board
LUP-9B	2011-ongoing	Plan Commission/Town Board
LUP-9C	2011-ongoing	Plan Commission/Town Board
LUP-9D	2011-ongoing	Plan Commission/Town Board
LUP-9E	2011-ongoing	Plan Commission/Town Board
LUP-9F	2011-ongoing	Plan Commission/Town Board
LUP-10A	2011-ongoing	Plan Commission/Town Board
LUP-10B	2011-ongoing	Plan Commission/Town Board
LUP-10C	2011-ongoing	Plan Commission/Town Board
LUP-10D	2011-ongoing	Plan Commission/Town Board
LUP-10E	2011-ongoing	Plan Commission/Town Board
LUP-10F	2011-ongoing	Plan Commission/Town Board
LUP-10G	2011-ongoing	Plan Commission/Town Board
LUP-10H	2011-ongoing	Plan Commission/Town Board
LUP-10I	2011-ongoing	Plan Commission/Town Board
LUP-10J	2011-ongoing	Plan Commission/Town Board
LUP-10K	2011-ongoing	Plan Commission/Town Board
LUO-11	2011-ongoing	Plan Commission/Town Board
LUP-12A	2011-ongoing	Plan Commission/Town Board/SC Board
LUP-12B	2011-ongoing	Plan Commission/Town Board

**12.5 Consistency Among Plan Elements**

The State Comprehensive Planning statute requires that the implementation element “describe how each of the elements of the Comprehensive Plan shall be integrated and made consistent with the other elements of the Comprehensive Plan.” Preparing the various elements of the Town of Excelsior

Comprehensive Plan simultaneously has ensured that there are no known internal inconsistencies between the different elements of this Plan.

### **12.6 Annual Review of the Implementation Progress**

It is intended that prior to each annual meeting, the Plan Commission and Town Board jointly review the Vision, Goals, Objectives and Policies of this Comprehensive Plan to ensure that the Plan has been adhered to and to ensure its continued implementation. This will be particularly important for those policies that have an asterisk (\*), which are policies that require additional work as part of their implementation. It is also intended that an update be provided at each annual meeting, which summarizes both how and when policies of the Town of Excelsior Comprehensive Plan have been/will be implemented. This process of review and summary will also offer the Plan Commission and Town Board an opportunity to identify the policies that may be implemented with the assistance of any additional appointed Committee to complete tasks.