

## CHAPTER NINE: IMPLEMENTATION

Few of the recommendations of this *Plan* will be automatically implemented. Specific follow-up action will be required for the *Plan* to become reality. This final chapter is intended to provide the City with a roadmap for these implementation actions. It includes a compilation of programs and specific actions to be completed in a stated sequence, as required under §66.1001, Wisconsin Statutes.

### A. Plan Adoption

A first step in implementing the *City of Lake Mills Comprehensive Plan* is making sure that it is adopted in a manner which supports its future use for more detailed decision making. The City has included all necessary elements for this plan to be adopted as a “Smart Growth” plan under the state’s comprehensive planning legislation. Section 66.1001(4), Wisconsin Statutes, establishes the procedures for the adoption of a “Smart Growth” comprehensive plan. The City followed this process in adopting this *Plan*

#### IMPLEMENTATION RECOMMENDATIONS SUMMARY

- Review City Ordinances and amend as necessary to implement recommendations of this plan.
- Review procedures and organizational arrangements necessary to implement economic development recommendations of this Plan
- Continue to develop detailed plans for transportation, parks, community facilities and redevelopment.
- Update the City Comprehensive Plan on a regular basis to reflect changing conditions.

### B. Plan Monitoring and Advancement

Once adopted, the City intends to consistently use this *Plan* as a guide in evaluating its decisions on private development proposals, public investments, regulations, incentives, and other action. Furthermore, beginning January 1, 2010, the State of Wisconsin will require that all zoning, subdivision, and official map ordinances and decisions will have to be consistent with the *Comprehensive Plan*. To the extent that City ordinances, policies and procedures are not consistent with the recommendations and policies of this *Plan* or sufficient to implement them, the City will endeavor to revise its ordinances in accordance with the recommendations summarized in the remainder of this chapter and in Tables 20 and 21.

In addition, the value and usefulness of the *Plan* will be greatly enhanced if it is used, understood, and generally supported by the entire community. Measures to raise and maintain awareness of this *Plan* could include:

- Ensuring that a copy of the Plan is available in easily accessible form on the City’s website. Maps and key Plan graphics could be made available in separate internet links or files. Posters of Plan maps and graphics could be displayed in the City Municipal Building
- Speaking to community organizations about the Plan
- Regularly presenting implementation progress reports to the City Council, Plan Commission, and other municipal bodies.
- Incorporating Plan implementation steps in the annual budget process
- Encouraging all City staff to become familiar with and use the Plan in their decision making

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## C. Plan Administration

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This *Plan* will largely be implemented through an on-going series of individual decisions about annexation, zoning, land division, official mapping, public investments, and intergovernmental relations. The City of Lake Mills intends to use this *Plan* to inform such decisions under the following guidelines:

### Annexations

Proposed annexations should be guided by the recommendations of this *Plan*. Specifically, the Future Land Use map, Transportation Community Facilities Map, and Intergovernmental Map of this *Plan* will be among the factors considered when evaluating a request for annexation. Annexation proposals on lands that are designated for urban development, as locations for future transportation facilities, and/or as locations for future community facilities should be more strongly considered for annexation approval. However, in their consideration of annexation proposals, the Plan Commission and City Council should also evaluate the specific timing of the annexation request, its relationship to the overall regularity of the corporate boundary, the ability to provide utilities and public services to the site, the costs associated with the proposed annexation, the effect on intergovernmental relations, as well as other pertinent Statutory and non-Statutory factors.

### Zoning

Proposed zoning map amendments (rezonings) should be consistent with the recommendations of this *Plan*. Specifically, the Future Land Use map should be used to guide the application of the general pattern of permanent zoning. However, the precise location of zoning district boundaries may vary, as judged appropriate by the Plan Commission and City Council. Departures from the exact land use boundaries depicted on the Future Land Use map may be particularly appropriate for Planned Neighborhoods as well as Planned Development District (PDD) projects, projects involving a mix of land uses and/or residential development types, properties split by zoning districts and/or properties located at the edges of future land use areas. However, in their consideration of zoning map issues, the Plan Commission and City Council will also evaluate the specific timing of the zoning map amendment request, its relationship to the nature of both existing and planned land uses, and the details of the proposed development. Therefore, this *Plan* allows for the timing of zoning actions and the refinement of the precise recommended land use boundaries through the zoning, conditional use, planned development and land division processes.

### Land Division

Proposed land divisions should be generally consistent, but not necessarily precisely consistent, with the recommendations of this *Plan*. Specifically, the Future Land Use map and the Transportation and Community Facility System map (and the policies behind these maps) should be used to guide the general pattern of development, the general location and design of public streets, parks, and utilities. However, in their consideration of land divisions, the Plan Commission and City Council will also evaluate the specific timing of the land division request, its relationship to the nature of both existing and future land uses, and the details of the proposed development. Departures from the exact locations depicted on these maps shall be resolved through the land division process for certified survey maps, preliminary plats and final plats both within the City limits and the extraterritorial jurisdiction. This *Plan* allows for the timing and the refinement of the precise recommended development pattern and public facilities through the land division process, as deemed appropriate by the Plan Commission and City Council.

### Official Mapping

**The City of Lake Mills is considering adopting an Official Map at this time.** The Future Land Use map and the Transportation Community Facilities map will be used as a general guide to the location and design of both existing and new public streets, pedestrian/bicycle ways, public parks, and utilities. Additional guidance will come from the specific planning documents that have been referenced in this Comprehensive Plan, such as the *City of Lake Mills Long-Range Transportation Plan*. The Plan Commission

and City Council will also evaluate the specific timing of the development request, its relationship to the nature of both existing and future land uses, and the details of the proposed development. Departures from the exact locations depicted on these maps will be resolved through the land division and platting processes both within the City limits and the extraterritorial jurisdiction.

### Public Investments

Proposed public investment decisions will be guided by the recommendations of this *Plan*. However, the timing and precise location of public investments may vary, as judged appropriate by the Plan Commission and City Council. This *Plan* allows for the timing and the refinement of the precise recommended public facilities and other public investments as deemed appropriate by the Plan Commission and City Council.

### Intergovernmental Relations

Proposed intergovernmental relations decisions, including intergovernmental agreements, will be guided by the recommendations of this Plan, as deemed appropriate by the Plan Commission and City Council. However, in their consideration of intergovernmental decisions and agreements, the Plan Commission and City Council will also evaluate a wide variety of other factors, including specific provisions of the recommended agreements. Departures from the recommendations of this Plan shall be resolved by the City Council through the intergovernmental process.

## D. Plan Amendments

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This *Plan* can be amended and changed. Amendments may be appropriate in the years following initial plan adoption, particularly in instances where the *Plan* is becoming irrelevant or contradictory to emerging policy or trends, or does not provide specific advice or guidance on an emerging issue. “Amendments” are generally defined as minor changes to the plan maps or text. The *Plan* should be specifically evaluated for potential amendments on a regular basis. Too frequent amendments to accommodate specific development proposals should be discouraged, or else the plan could lose its cohesion and be rendered meaningless.

As a dynamic community facing a myriad of growth issues, the City is likely to receive requests for plan amendments over the planning period. To provide a more manageable, predictable and cost effective process, the City will consider establishing an annual plan amendment hearing once every year. Several Wisconsin communities use an annual plan review and amendment process cycle to ensure these evaluations and adjustments are handled in a predictable, comprehensive, and efficient manner. This approach would require that all proposed plan amendment requests be officially submitted to the City by a designated date each year. A full draft of the all of amendments under consideration would then be presented to the Plan Commission for its evaluation, and recommendation to the City Council. The Council could then act to approve the amendment(s), following a public hearing.

The state comprehensive planning law requires that the City use the same basic process to amend a Smart Growth comprehensive plan as it used to initially adopt the plan. This does not mean that new vision forums need to be held, or old committees need to be reformed. It does mean that the procedures defined under Section 66.1001(4), Wisconsin Statutes, need to be followed.

- a. Either the City Council or Plan Commission initiates the proposed Comprehensive Plan amendment. This may occur as a result of a regular Plan Commission review of the Plan, or may be initiated at the request of a property owner or developer.
- b. The City Council adopts a resolution outlining the procedures that will be undertaken to ensure public participation during the Plan amendment process (see Section 66.1001(4)a of Statutes and model resolution included in this Comprehensive Plan).

- c. The City Plan Commission prepares or directs the preparation of the specific text or map amendment to the Comprehensive Plan.
- d. The City Plan Commission holds one or more public meetings on the proposed Comprehensive Plan amendment. Following the public meeting(s), the Plan Commission makes a recommendation by resolution to the City Council by majority vote of the entire Commission (see Section 66.1001(4)b of Statutes and model resolution in this Plan).
- e. The City Clerk sends a copy of the recommended Plan amendment (not the entire comprehensive plan) to all adjacent and surrounding government jurisdictions and the County as required under Section 66.1001(4)b, Wisconsin Statutes. These governments should have at least 30 days to review and comment on the recommended Plan amendment. Nonmetallic mine operators, any person who has registered a marketable nonmetallic mineral deposit with the local government, and any other property owner or leaseholder who has requested notification in writing must be informed through this notice procedure. These governments and individuals should have at least 30 days to review and comment on the recommended Plan amendment.
- f. The City Clerk directs the publishing of a Class 1 notice, published at least 30 days before a City Council public hearing and containing information required under Section 66.1001(4)d, Wisconsin Statutes.
- g. The City Council holds the formal public hearing on an ordinance that would incorporate the proposed Plan amendment into the Comprehensive Plan.
- h. Following the public hearing, the City Council approves (or denies) the ordinance adopting the proposed Plan amendment. Adoption must be by a majority vote of all members. The City Council may require changes from the Plan Commission recommended version of the proposed Plan amendment.
- i. The City Clerk sends a copy of the adopted ordinance and Plan amendment (not the entire Comprehensive Plan) to all adjacent and surrounding government jurisdictions, nonmetallic mine operators, any person who has registered a marketable nonmetallic mineral deposit with the local government, and any other property owner or leaseholder who has requested notification in writing as required under Sections 66.1001(4)b and c, Wisconsin Statutes.

## E. Plan Update

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The state comprehensive planning law requires that a Smart Growth comprehensive plan be updated at least once every ten years. As opposed to an amendment, an update is often a substantial re-write of the plan background data, document and maps. Based on this deadline, the City should update this *Comprehensive Plan* no later than of 2018 (i.e., ten years after 2008), at the latest. The City should continue to monitor any changes to the language or interpretations of the state law over the next several years.

## F. Consistency Among Plan Elements

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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.” Because the various elements of this *Plan* were prepared simultaneously, there are no known internal inconsistencies between the different elements or chapters of this *Plan*.

## G. Implementation Programs and Recommendations

Tables 20 and 21 provide a detailed list and timeline of the major actions that the City should complete to implement this *Plan*. Often, such actions will require substantial cooperation with others, including County and surrounding local governments and local property owners. Other City government priorities, time constraints, and budget constraints may effect the completion of the recommended actions in the timeframes presented. The table has four different columns of information, described as follows:

- **Category:** The list of recommendations is divided into different categories—based on different implementation tools or plan elements.
- **Recommendation:** The second column lists the recommended steps, strategies, and actions to implement key aspects of the *Plan*. The recommendations are for City actions, recognizing that many of these actions may not occur without cooperation from others.
- **Reference:** The third column provides the chapter(s) of this *Plan* where the recommendation is described in greater detail.
- **Implementation Timeframe:** The fourth column responds to the comprehensive planning statute, which requires implementation actions to be listed in a “stated sequence.” The suggested timeframe for the completion of each recommendation reflects the priority attached to the recommendation. Suggested implementation timeframes span the next 10 years, because the *Plan* will have to be updated by 2018.

Table 20: Implementation Programs and Recommendations

Category	Recommendation	Reference	Implementation Timeframe
<b>Land Use</b>	<p>Consider the following changes to the <b>Zoning and/or Subdivision Ordinances:</b></p> <ul style="list-style-type: none"> <li>▪ Over time and as projects present themselves, update the zoning map to correspond with the Future Land Use map.</li> <li>▪ Update detailed design standards from this <i>Plan</i> for multi-family, commercial, office, and mixed-use developments, including the downtown</li> <li>▪ Ensure land use and subdivision ordinances are reviewed and amended as necessary to implement the regulatory recommendations and programs found in this <i>Plan</i>.</li> </ul>	Chapters 2, 3, 4, 6, 7, 8, and 9	2009 - 2011
<b>Agricultural, Natural, and Cultural Resources</b>	Amend and enforce the City’s extraterritorial subdivision review authority to limit land divisions and prevent subdivisions within the City’s extraterritorial jurisdiction.	Chapter 2,3	2009-2018
	Amend the City’s subdivision ordinance and other regulations as necessary to include the principles of conservation subdivision design.	Chapter 2	2009-2010

Category	Recommendation	Reference	Implementation Timeframe
	Amend the City's zoning code to ensure new development in the downtown area is generally compatible with the established character of the historic central business core.	Chapter 2	2009-2010
<b>Transportation</b>	Continue to work with WisDOT on creating a pedestrian/bicycle crossing of I-94 and other state highway projects in the City's Planning area.	Chapter 4	2009-2018
	Implement the transportation improvements in accordance with Chapter 4: Transportation and the City of Lake Mills Long Range Transportation Plan, Bicycle Plan, and Sidewalk Plan. Update these plans as needed.	Chapter 4	2009-2018
	Create new local and minor collector streets in accordance with the general standards set forth and illustrated in this <i>Plan</i> .	Chapter 3, 4, 5	As required by new development.
<b>Utilities and Community Facilities</b>	Program improvements into the City's CIP to ensure adequate funding for public works projects.	Chapter 5	Ongoing
	Adopt a CORP to ensure eligibility for park related grants and ensure adequate provision of City parks.	Chapter 5	2009
	Adopt Park Impact Fee and/or park land dedication/park improvement requirements consistent with the City's CORP.	Chapter 5	2009-2012
<b>Housing and Neighborhood Development</b>	Adopt a formal residential balance policy in which not less than <b>60% and generally not more than 70%</b> of all housing units are in single family detached residences, two-family residences are limited to <b>5-15% of total units</b> and <b>20-30% of units</b> in multiple family dwellings for new <i>Planned Neighborhoods</i> and Community wide.	Chapters 3 and 6	2009-2019
	Implement the recommendations of the 2005 Northside Neighborhood Plan for the geographic area specified in that plan.	Chapter 2 and 6	As Opportunities Arise.
	Establish a procedure requiring that a concept plan for a <i>Planned Neighborhood Area</i> has been approved by the City prior to or concurrently with specific development plans within the <i>Planned Neighborhood</i> .	Chapter 3 and 6	2009-2010
<b>Economic Development</b>	Implement the recommendations of the 2006 Redevelopment Opportunities Analysis Study.	Chapter 7	As Opportunities Arise
	Coordinate with implementation of the recommendations resulting from the Jefferson County Economic Positioning project.	Chapter 7	2009-2019

Category	Recommendation	Reference	Implementation Timeframe
<b>Intergovernmental Cooperation</b>	Work with WisDOT on transportation projects that will benefit the City.	Chapters 4 and 8	2009-2019
	Work with the Town of Lake Mills to resolve issues concerning the Extraterritorial Zoning and the Intergovernmental Agreement		2009-2019
	Continue to be involved in regional planning efforts such as the Jefferson County Economic Positioning project and the Glacial Heritage Area project.	Chapter 8	2009-2019
	Work with the WisDNR on issues affecting the State Fish Hatchery, Dam Management, and implementation of the Aztalan State Park Master Plan	Chapter 8	2009-2019
<b>Plan Monitoring and Advancement</b>	Monitor development activity and future implementation strategies against the recommendations in this <i>Plan</i> .	Chapter 9	2009-2019
	Institute an annual <i>Comprehensive Plan</i> review and amendment process.	Chapter 9	2009-2010
	Update this <i>Plan</i> every ten years and as otherwise required by State statute.	Chapter 9	2015-2019
	Increase community awareness and education of the <i>Plan</i> through various initiatives described earlier in this chapter.	Chapter 9	2009-2019

Table 21: Ordinance and Code Updates

<b>Code or Ordinance</b>	<b>Programs or Specific Actions</b>
Zoning ordinance	The City intends to revise the zoning ordinance and zoning map to implement the recommendations of this <i>Plan</i> .
Official Map	The City is considering adoption of an Official Map. Implementation of the recommendations of this <i>Plan</i> will also be through other regulatory tools such as the City's subdivision ordinance.
Sign regulations	The City intends to review and where necessary revise the sign regulations to implement the recommendations of this <i>Plan</i> .
Erosion Control / Stormwater Management Ordinances	The City will work with the County and State on administration of existing requirements.
Historic Preservation Ordinance	The City intends to review and, as appropriate, amend the historic preservation ordinance to reflect the recommendations in this <i>Plan</i> .
Site Plan Regulations	The City intends to enhance site plan review provisions in the City's zoning ordinance
Design Review Ordinances	The City intends to enhance design review provisions in the City's zoning ordinance
Building Codes	The City will update its building, plumbing and electrical codes as necessary to ensure they are consistent with City goals and other considerations.
Mechanical Codes	Administered by the State and other agencies, no City recommendations
Housing Codes	The City will update its housing code as necessary to ensure consistency with municipal goals and other considerations.
Sanitary Codes	Administered by the State and other agencies, no City recommendations
Subdivision/Land Division Ordinance	The City intends to review and, as appropriate, amend the subdivision ordinance, to reflect the recommendations in this <i>Plan</i> .