

**Town of La Pointe Planning and Zoning
Town Plan Commission Regular Monthly Meeting Minutes
June 18, 2014**

Town Plan Commission (TPC) Members Present: Ted Pallas, Chair, Vice-Chair, Joan Martin, Mike Starck, Greg Thury, Suellen Soucek, Margie Denton (6).

Town Plan Commission members absent: Charlie Brummer, Vice-Chair (1).

Public Present: Paul Brummer (1).

Town Staff Members Present: Lisa Potswald, Planning and Zoning Administrator (1).

I. Call to Order/Roll Call

Chair Pallas called the meeting to order at 4:30 PM. Roll call reflected members present or absent as recorded above.

II. Public Comment

None.

III. Approval of Previous Meeting Minutes

M. Denton moves to approve the Town Plan Commission Special Monthly Meeting minutes of June 4, 2014 as amended. S. Soucek seconds. Five in favor; Chair Pallas abstains. Motion carries.

IV. Zoning Administrator's Report

Permit activity is increasing. Because of Hegwood, every permit must be scrutinized for what rules apply.

V. Consideration and/or Action of Permit Applications

None.

VI. New Business

None.

VII. Old Business

a. Comprehensive Plan

Discussion began with Section 2. Additions are underlined and in red; deletions are lined out.

Introduction

As most people who travel know, it's a good thing to know where you're going and generally how to get there. While an adventurous traveler may relish the unknown, a community can't leave its future to happenstance. It takes a lot of hard work to maintain a high quality of life.

This part of the plan provides a vision that will help to avoid the tyranny of small decisions. The town's vision is a description of what the town will be like in 20 years. The goals, objectives, and policies listed in this chapter build off of the vision statement.

The information provided in this chapter will help to guide decisions and decision-makers in the coming years. It will guide development occurring in the private sector. It will guide capital expenditures made by the Town Board and the various town departments.

It will also help give direction to a wide range of non-governmental organizations providing services within the community. It will guide the formation (or revision) of land development regulations, including zoning regulations.

Goals, Objective, Policies, and Plan Implementation

Goals, objectives, and policies help to put the vision statement into bite-sized pieces and provide additional guidance for decision-makers. A goal is a long-term target that may or may not be achieved, but describes a desired outcome. Objectives are slightly different than goals. Objectives for the most part are measurable and therefore achievable. When an objective is achieved, one can see or sense a difference – something has changed.

In contrast, a policy is a statement describing a predetermined position on a particular issue or opportunity. These policy statements are designed to help achieve one or more objectives. Achieving an objective, in whole or in part, will help achieve a stated goal.

A Vision for La Pointe

Vision Statement

The preferred future for Madeline Island shows respect for nature, open government, social diversity, life-long learning and an economy that will sustain steady, low-impact growth of both seasonal and year-round populations.

Values and Beliefs That Form and Sustain This Vision

1. The island is a special place where the spirit of community is strong.
2. Preserving the Island Way for future generations is esteemed.
3. Tourism is a traditional source of revenue that needs to be managed.
4. Long-term historical, cultural and environmental preservation takes precedence over short-term social and economic gain.
5. Governance by means of open forum and debate is intrinsic to the culture.
6. The value of primary, secondary and life-long learning is rooted in the historical, cultural and environmental context of the island.
7. Residents recognize the benefits of social and economic diversity.*
8. Artists and crafts people are integral to the social fabric of the community.
9. Functional town government, emergency services, seasonal transportation, recycling and waste reduction, the airport, the Gazette, recreational and athletic facilities, the museum, the school, the library, social organizations, and an active church community all attest to the legacy of caring and conscientious self-sufficiency.

**Businesses are both commercial, office and home based goods and services such as construction, maintenance, cafes, restaurants, taverns, craft shops, gift shops, rentals, accommodations and real estate & property management and include emerging web-based activity such as consulting, design, writing services, and art sales. The result of this activity is a social and economic mix of incomes generated by professionals, laborers, artists, and service providers.*

The Opportunities Ahead

1. Move toward becoming a more environmentally sustainable economy.
2. Continue to assess and communicate the importance of zoning and planning.
3. Minimize dependence on off-island goods and services.
4. Recognize the need for health care beyond emergency services, especially for seniors.

Goals
1. Housing
2. Transportation
3. Utilities and Community Facilities
4. Agriculture
5. Natural Resources
6. Cultural Resources
7. Economic Development
8. Intergovernmental
9. Land Use
10. Community Involvement
11. <u>Sustainability</u>
12. Plan Monitoring and Evaluation

Implementation actions are identified here as specific things that should be done to achieve these goals, objectives, and policies.

The town has a lot to do with the quality of life in the community. However, it cannot and should not try to do it all alone. Many other local entities can also help achieve the overall vision for the Town. Churches, civic organizations, the school district, and community leaders, for example, can and do affect the quality of life for town residents. Given the limited resources these entities have, it will become very important for each of these to look for public/private partnerships whenever they can.

It should be noted that preparation of this plan, and especially the future transportation, and land use maps, implement a number of the goals, objectives, and policies outlined below. Some of the goals and objectives contained in this chapter can be mapped. These maps identify in broad terms how development should occur in the future and is included in Chapter 5. Once adopted, the maps will form the basis for more specific land development regulations. The future transportation map, also included in Chapter 5, identifies how the transportation network should look by the end of the 20-year planning period.

Taken together, these individual parts will help avoid the “tyranny of small decisions”, which occurs when decisions are made without a view toward the future or without a desired end goal.

This comprehensive plan has been drafted as an integrated whole so that all of the parts are consistent with and support each other and the town’s overall vision. As discussed in chapter 4, much of the plan centers on the anticipated change in the town’s population base. The growth rate and the number of additional housing units certainly have direct implications for the housing stock and also for land use. The future land use map has been fashioned to identify those areas where additional development could occur. Environmental constraints such as wetlands, floodplains, and other environmentally sensitive resources dictate what areas should be left undeveloped or perhaps used in such a way as to preserve the integrity of the resource. In turn, the transportation plan along with the goals, objectives, and policies all support housing and future land use considerations. The same holds true for community facilities and utilities. The presence or absence of certain facilities/ services can help to define those areas best suited for development. Economic development strategies recognize the town’s position in the regional economy and accommodate the growing population. Because all of the goals, objectives, and policies are contained in this one chapter, it is possible to ensure consistency by reviewing just a few pages out of the entire document.

Goal #1. – Housing: Provide for a variety of housing choices that promote affordable and decent housing.

Objectives:

1. Maintain the quality of the Town’s housing stock.
2. Increase cooperation among both public and private agencies to address the provision of affordable housing for residents.
3. Increase the range of affordable housing types and prices in order to meet the needs of the residents.
4. Minimize the environmental impact of residential growth.
5. Maintain Support a residential growth rate of ~~3 percent per year~~ based on U.S. Census and Wisconsin Department of Administration, Demographic Services Center estimations, which is what the Town experienced between 1990 and 2000.
6. Increase the supply of housing available to both seasonal workers and year-round residents.

7. Support the maintenance and rehabilitation of the Town's existing housing stock.
8. Increase the supply of housing in or near the downtown.
9. ~~For new single family residential development, create housing densities in approximately the following proportions:~~
~~Low density - 15%~~
~~Medium density - 50%~~
~~High density - 35%~~
10. ~~Achieve a mix of housing types in approximately the following proportions:~~
~~Single family units - 87%~~
~~Duplex units - 5%~~
~~Multi-family units - 8%~~
11. ~~Maintain a mix of housing ownership in approximately the following proportions:~~
~~Year-round residents - 16%~~
~~Seasonal residents - 84%~~
12. Increase the **Encourage a** supply of independent and assisted housing facilities for special populations (elderly, developmentally disabled, etc.).

Policies:

1. Encourage the maintenance of housing units to safeguard the health, safety, and welfare of Town residents.
2. Encourage residential development that establishes a variety of lot sizes, dwelling types, densities, and price points.
3. Support residential design with transportation in mind.
4. Work with the County to ensure that the sanitary guidelines under ~~Comm. 83~~ **SPS 383** are being followed.
5. Work with the County to ensure that the standards of the shoreland, wetland, and floodplain overlay zoning districts are being conformed with.
6. Work with County and state agencies to build awareness of housing programs available to Town residents.
7. Match land use intensity with available infrastructure.
8. Match new land uses to adjacent existing uses, structuring transitions between land use types that minimize any potential conflicts.
9. New development will be encouraged to meet the needs of the Town.
10. Encourage the use of new housing units for year-round occupancy.
11. Encourage the preservation of existing housing structures to protect the Town's rural character and enhance community health, safety, and welfare.
12. Encourage maintenance of identified historical housing structures to preserve the town's heritage.
13. Manage the location of residential growth.
14. Use the Future Land Use Plan when making development decisions to ensure the availability of land for construction of residential units to meet the projected population demands.
15. Enforce existing zoning regulations on a consistent basis.
16. ~~Adopt a policy that requires~~ **Encourage** a designated amount of affordable housing.
17. Utilize a density-bonus system to encourage developers to include affordable housing in new developments.
18. Maintain residential areas and especially higher density development in close proximity to services, school, and other community facilities.
19. Locate multi-family units in different areas of the community so as not to congregate them in a few locations.
20. Ensure that housing demand does not outstrip capacity.
21. Identify potential expansion areas to accommodate residential development.

22. Encourage employers to provide housing options on island for seasonal employees.
23. Maintain a local site plan review process.
24. Encourage more housing to locate near the downtown area.

Implementation Action Items	Schedule				Responsible Entity
	2006	2011	2016	2021	
	to 2010	to 2015	to 2020	to 2025	
1. Develop guidelines (recommendations) for residential development that will maintain the Town's rural character. <u>(Comments: Accomplished through amendments to the Town's Zoning Ordinance – changes ongoing)</u>	X	X			Plan Commission
2. Seek planning funds to conduct a study to determine the feasibility of and developer/owner interest in downtown housing development/redevelopment	X	X			Town Board
3. See funding to establish a home-improvement grant program.	X	X			Town Board/ <u>Ashland County</u>
4. Investigate the possibility of creating affordable single or multi-family housing on Town owned land.	X	X			Town Board

Goal # 2 - Transportation: Provide a transportation network that will ensure the safe and efficient movement of individuals and goods, while respecting the quality of life and character of the community.

Objectives:

1. Maintain the natural beauty of the Town's roadways and scenic views.
2. Reduce the traffic congestion and parking problems during peak tourist times of the year in the downtown area.
3. Maintain the tree canopy along North Shore Road.
4. Increase the number of public slips and moorings around the island.
5. Improve and increase, where possible, the number of boat ramps and other accesses to the lake.
6. Increase the area in the downtown that is served with sidewalks.
7. Increase pedestrian paths and bikeways that serve the Town.

Policies

1. New Town roads shall be built to Town standards.
2. Where feasible, new development shall provide for the potential of recreational modes of transportation.
3. New Town road development should occur in accordance with local, state, and county transportation plan schedules.
4. Appropriate marking, signage, and protective devices should be installed where they are needed (especially for ATV designated areas).
5. ~~Compatibility between public and private transportation services will be promoted.~~
6. Compatibility of local, regional and state transportation policies and plans shall be promoted.
7. All driveway culverts intersecting Town roads shall meet adopted standards.
8. Any driveway that accesses a lot of record which either becomes a subdivision or is subsequently divided into five or more lots must convert said driveway into a road meeting all Town road design standards.
9. Encourage Ashland County Aging Unit to provide transportation to the elderly population.

10. Work with area snowmobile clubs to produce and distribute snowmobile maps.
11. Work with the Ashland County Land Conservation Department, the Ashland County Highway Department, WisDOT, and the DNR to implement best management practices when doing transportation work.
12. Pursue state and federal grant funding for trails.
13. Involve the public in planning for new trails and in repairing and restoring damaged areas.
14. Develop new portions of the transportation system to be compatible with existing and future land use patterns.
15. Develop an integrated transportation system that enables residents to use multiple modes of transportation.
16. Work with agencies to provide and maintain access to recreational boat landings.
17. Provide for bike parking in the downtown area.
18. Encourage quiet sports such as walking, sailing, kayaking, snowshoeing, skiing, and sled dog mushing.
19. Establish a terminal at the Madeline Island Ferry dock.
20. Encourage BART to create a stop at the ferry terminal in Bayfield.
21. Work to improve the ice road approach in Bayfield.
22. Continue to work with the police department to ensure speed limits are being adhered to.
23. All new development will be encouraged to be designed pedestrian friendly.
24. Work to install sidewalks in the downtown area of Madeline Island.
25. The Town will continue to cooperate with the Ferry Company to make operations more efficient as evidenced by the numerous cooperative dock and seawall modernizations.
26. The Town will work with the Ferry Company to build a seawall that will allow the Ferry to access the Town dock without ever having to go around to the inside.
- ~~27. Work with the Ferry Company to determine if a passenger only ferry is feasible.~~
28. Investigate the possibilities of relocating US Post Office 54850 to allow for better traffic flow from the Ferry dock.

Implementation Action Items	Schedule				Responsible Entity
	2006	2011	2016	2021	
	to 2010	to 2015	to 2020	to 2025	
1. Develop guidelines to maintain forest buffers along roads		X			Town Board
2. Plan and budget for the repair and maintenance of existing Town roads	X	X	X	X	Town Board
3. Investigate the need for preparing a recreational trail master plan for the Town	X	X			Town Board, CAPP, Trail Committee
4. Create a citizen committee as a means of soliciting input when planning for trails		As needed			Town Board
5. Work with the County to submit Town road repair requests in a format that is acceptable to the County Highway Commissioner.	X	X			Town Board, Road Supervisor
6. Prepare an island wide bike and pedestrian plan	X	X			Trail Committee
7. Explore the feasibility of and support for creation of a harbor master plan to include a ferry staging area.	X	X			Town Board
8. Create a road name ordinance.	X	X			Town Board with Town Foreman
9. Write a letter to DOT to discuss keeping the tree canopy on the North Shore.	X	X			Town Board
10. Create a Capital Improvement Program to budget and delegate annual funds to allow for Town blacktop road improvements.	X	X			Town Board
11. Investigate the feasibility and support for developing a shuttle service to take visitors around the island.	X				Town Board
12. Expand bike trail.	X				Town Board

Goal #3 – Utilities and Community Facilities: Ensure adequate provision of public services by encouraging development within the Town's capacity to provide such services.

Objectives:

1. Enhance the maintenance of existing public recreational facilities and trails in the Town.
2. Increase coordination of the siting, building, and redevelopment of public facilities and the sharing of public services when possible.

Policies:

1. Continue coordination with adjacent jurisdictions and between Town departments to expand upon and/or develop shared facilities and services as needs arise and where cooperation results in cost savings and efficiencies for participating entities.
2. Promote regular coordination meetings with adjacent and nearby municipalities to discuss issues related to facilities and services currently being shared, and to identify other opportunities for beneficial partnerships and sharing of facilities and services.
3. Provide or support basic rural utilities and community facilities that can be economically and efficiently delivered in a rural environment.
4. Encourage residents to volunteer for the fire department and as EMTs for the EMS team.
5. Encourage the development of child care services in the Town.
6. Work with cellular companies to expand coverage on the island.
7. Work with the Sanitary District to upgrade and expand the system where needed.
8. Establish a policy for developing storm sewer systems.

Schedule

Implementation Action Items	2006	2011	2016	2021	Responsible Entity
	to 2010	to 2015	to 2020	to 2025	
1. Investigate options for promoting recreational opportunities, including identifying funding source for future land acquisitions	X	X			Town Board
2. Explore the feasibility and support for creating a recreation or community center that is available to all ages.	X	X			Town Board
3. Determine if it is economically feasible to expand the sewer system to serve other portions of the island.	X	X			Town Board, Public Works Department
4. Explore the feasibility of and support for burying overhead power lines in the downtown area of the island.	X	X			Town Board
5. Expand the feasibility of and Encourage support for creating a health care clinic on the island.	X	X			Town Board
6. Create a utility and stormwater ordinance.	X	X			Town Board

Goal #4 - Agriculture: Preserve the Town's agricultural land base to protect the Town's aesthetics, rural character, and agricultural areas for future generations.

Objectives:

1. Support and encourage the operation of existing farms.
2. Preserve and protect of agriculturally productive soils in the Town.
3. Protect against cropland soil erosion and runoff.

Policies:

1. Preserve rural landscapes through agricultural land preservation, conservation, and other sensitive land use measures.
2. Support the County in assisting local landowners who want to participate in sustainable agricultural programs.
3. Provide continuing support to existing operations and agriculture activities throughout the Town.
4. ~~Identify prime farmland in the Town and protect it from development.~~
5. Work with the Ashland County Land Conservation Department and the DNR to implement best management practices in agricultural areas.
6. Encourage Ashland County to create and budget for an active countywide conservation easement acquisition program.
7. Protect the surface and groundwater resources in the Town.
8. Support efforts to preserve farmland in the Town and elsewhere in the County.
9. Assist Town residents in pursuing sustainable and diverse agricultural ventures.

Implementation Action Items	Schedule				Responsible Entity
	2006 to 2010	2011 to 2015	2016 to 2020	2021 to 2025	
1. Identify options for preservation and development of sustainable agriculture in the Town.	X	X			Plan Commission, Town Board
2. Investigate the possibility Encourage and continue expansion of starting a farmers market or and an organic produce community garden	X	X			Town Board, CAPP

Goal # 5 – Natural Resources: Preserve and protect the Town’s natural resource base from potential degradation and contamination.

Objectives:

1. Increase the preservation and protection of environmental corridors for wildlife, water quality values, habitat protection, ecosystem and ecology purposes.
2. Increase protection of the surface and groundwater resources in the Town.
3. Maintain the natural beauty of the Town’s roadways and scenic views.

Policies:

1. Support the efforts of state and federal agencies to protect threatened or endangered species if found with Town limits.
2. Support Island landscapes through land preservation, conservation development, and other sensitive land use measures.
3. Support the preservation of wetlands for their ecological and hydrological functions.
4. Promote an understanding of and appreciation for the area’s historic and cultural landscape.
5. Promote and encourage private forestland owners to participate in the [DNR’s](#) Master Woodland Steward Program.
6. Fully consider the impacts of new development on all natural resources.
7. Work with the DNR and the Ashland County Land and Water Conservation Department to help educate the public about the spread of invasive species (. esp. Eurasian Water milfoil).
8. Support and assist when appropriate, existing natural resource preservation groups and associations.
9. Encourage the active involvement of the Ashland County Land and Water Conservation Department in the Town of La Pointe.
10. Encourage and assist with the planning for and wise management of the Town’s natural resource base.
11. Protect aquifers.
12. Improve Town road maintenance and construction practices to reduce non-point water pollution.
13. Require all non-metallic mines to have a reclamation plan.
14. [Assist in applying Ashland County’s non-metallic mining ordinance to ensure the wise use of available resources incorporating reclamation procedures that will allow for a safe and reusable site. \(Comment: moved this up to be close to #13\)](#)
15. Promote the maintenance of existing public recreational facilities and trails in the Town.
16. Coordinate with the DNR and the Ashland County Land Conservation Department to ensure that [Best Management Practices](#) are being utilized in critical areas that are in need of stabilization and in areas where habitat needs to be preserved.
17. Work in cooperation with the Ashland County Land Conservation department to implement its water quality and conservation programs locally, encouraging their use by local residents and property owners.
18. Build and maintain trails so as to protect both the environment and the safety of those who use them.
19. When reviewing new subdivisions and conditional use permits, consider the impacts on all natural resources including the potential impacts to:
 - Water quality
 - Habitat and reproduction
 - Ecosystems
 - Movement corridors
 - Endangered and threatened species
 - Aesthetic values
20. Encourage the county to adopt a stormwater and erosion control ordinance to preserve and protect soils and water quality.
21. Work with community members to promote more businesses related to eco-tourism (silent sports).

Implementation Action Items	Schedule				Responsible Entity
	2006	2011	2016	2021	
	to	to	to	to	
	2010	2015	2020	2025	
1. Meet with DNR land managers periodically to understand and assist with the management of the protected areas.			As needed.		Town Board
2. Develop guidelines to maintain forest buffers along roads.	X	X			Town Board, Plan Commission

Goal #6 - Cultural Resources:

Promote and preserve the Town's cultural resource base.

Objective:

1. Increase awareness of local historic properties.
2. Maintain the natural beauty of the Town's roadways and scenic views.

Policies:

1. Support the identification and designation of eligible national, state, and local historic properties.
2. Continue to encourage the preservation, rehabilitation, and adaptive reuse of historic buildings.
3. Promote and protect local cultural resources.
4. Continue to value ethnic diversity.
5. Work with local, regional and state tourism promotional groups such as the Ashland & Bayfield County Tourism, the State Heritage Tourism Council, and the Wisconsin Department of Tourism to promote and protect local cultural resources.
6. Continue to support the arts community and other related businesses on the island.

Implementation Action Items	Schedule				Responsible Entity
	2006	2011	2016	2021	
	to	to	to	to	
	2010	2015	2020	2025	
1. Contact and meet with the local and/or State Historical Society representatives to better understand programs and opportunities.	X				Plan Commission <u>Town Board</u>

Goal #7 - Economic Development: Develop and maintain a strong year-round economy that supports residents and the community with services, opportunities, and amenities consistent with the vision of rural living in our scenic area.

Objectives:

1. Expand joint effort marketing programs.
2. ~~Maintain and improve~~ Encourage existing home-based businesses.
3. Increase the number of small businesses in the Town.
4. Expand the winter and shoulder seasons to support existing businesses.

Policies:

1. Encourage business retention and assist when feasible with expansion.
2. Promote job-training programs to enhance the existing local workforce.
3. Allow home occupations in residential areas provided they fit into the character of the neighborhood.
4. Assist and facilitate economic development planning and coordination between all active local and regional partners.
5. Promote economic development and redevelopment opportunities that fit into the community's vision as articulated in this plan.
6. Work to promote needed health care and child care facilities.
7. Encourage development of home-based business.

8. Ensure that new development is compatible with maintaining scenic views and local character, and have a low impact on the environment.
9. Encourage development of farm production, forestry, and cottage industry.
10. Promote development of public recreational opportunities in Town.
11. Utilize local natural resources to produce value-added products to support sustainable home-based businesses.
12. Improve and develop partnerships with other communities and state agencies that share the same customers.
13. Market information available for home-based businesses.
14. Encourage development of small business, especially those that provide year-round employment.
15. Enhance high-speed networks and provide access to training for small & home-based businesses.
16. Encourage eco-friendly tourism and quite sports.
17. Expand water, ground, and air transportation networks.
18. Increase commercial zone area.
19. Encourage a year-round service station to locate on the island.
20. Improve and market airport industrial space to local entrepreneurs.
21. The Town welcomes all businesses to the community but would like to especially encourage businesses types such as the following to locate in the community:
 - Education, arts, and crafts
 - Sustainable forest management
 - Locally created products
 - Renewable energy

Implementation Action Items	Schedule				Responsible Entity
	2006 to 2010	2011 to 2015	2016 to 2020	2021 to 2025	
1. Explore available educational and financial resources and programs which will promote home-based businesses.	X	X			Town Board
2. Reinstate home occupancy ordinance.	X	X			Town Board
3. Establish on advisory committee to evaluate winter and shoulder month tourism opportunities and prepare recommendations.	X	X			Town Board
4. Lengthen the Madeline Island Airport runway for safety reasons.	X	X			Town Board
5. Create an ordinance to allow for guest homes and guest home rentals.	X		Completed		Plan Commission
6. <u>Improve and market airport industrial space to local entrepreneurs.</u>	X	X			<u>Town Board</u>

Goal #8 - Intergovernmental: Achieve a high level of cooperation and consistency among local units of government and between Town departments.

Objectives:

1. Improve communication with nearby municipalities, school districts, special districts, and other government entities.
2. Increase coordination of the siting, building, and redevelopment of public facilities and the sharing of public services when possible.
3. Enhance coordination/communication with the state agencies.
4. Minimize costs and maximize services for residents by working more effectively with other units of government.

Policies:

1. ~~Develop and/or~~ Maintain existing service sharing agreements with neighboring communities and explore opportunities to create new alliances.
2. Maintain regular contacts, both formal and informal, with surrounding jurisdictions and school districts.
3. Provide surrounding jurisdictions the opportunity to review and comment on proposed amendments to this plan as required by state law.
4. Cooperate with adjoining jurisdictions to save money and create efficiencies in the provision of public services by sharing resources, facilities, and services.
5. Maintain an accurate inventory of all active and terminated intergovernmental agreements.
6. ~~Work with neighboring communities to share building inspector services.~~
7. Improve lines of communication with the Bad River and Red Cliff tribes

Implementation Action Items	Schedule				Responsible Entity
	2006	2011	2016	2021	
	to 2010	to 2015	to 2020	to 2025	
1. Invite area governments and school districts to participate in facility planning meetings.	As needed				Town Board
2. Send copies of draft plan amendments to surrounding jurisdictions to allow the opportunity to review and comment on proposed amendments.	As needed				Town Board
3. Develop an accurate inventory of all active and terminated intergovernmental agreements.	X				Town Clerk
4. Initiate joint Plan Commission meetings with surrounding jurisdictions on a periodic basis to discuss issues of common concern.	X	X	X	X	Plan Commission
5. Develop a method of carrying out regular contact, both formal and informal, with surrounding jurisdictions and the school district.	X	X			Town Board

Goal #9 – Land Use: Create a pattern of sustainable development that preserves forests and agriculture as important land uses, and supports forestry practices and forest-based activities.

Objectives:

1. Minimize the negative effects of incompatible land uses.
2. Maintain a well-balanced mix of land uses within the Town.

Policies:

1. Retain large, contiguous tracts of forest land.
2. Use existing land designated for urban uses before permitting development within or adjacent to forested lands.
3. Provide for the long-term utilization of productive forestland. Promote land uses, densities, and regulations that result in the protection of valued resources and recognize existing physical limitations (e.g., slope, woodlands, water).
4. Protect scenic vistas from inappropriate development.
5. Encourage the use of natural resources as visual and physical amenities for development.
6. Support private and public initiatives to protect natural features through the use of conservation strategies such as easements, covenants, and deed restrictions.
7. Rezoning proposals should be consistent with this plan.
8. Require buffers between incompatible land uses to minimize potential negative effects.
9. Development proposals shall reflect the Future Land Use Plan.
10. New lots and building sites shall be located and designed to protect environmental resources and reflect the character of the Town.

11. Encourage identification of scenic vistas, natural resources, and large tracts of forest or agricultural lands that should be protected.
12. Promote mixed-use development to capitalize on existing transportation facilities and other infrastructure, and link jobs with residential areas and commercial uses.

Implementation Action Items	Schedule				Responsible Entity
	2006 to 2010	2011 to 2015	2016 to 2020	2021 to 2025	
1. Review each request for rezoning and development proposal for consistency with this plan, and for its impacts on the community, ecological system, and local economy.		Ongoing			Plan Commission, Town Board
2. Develop standards for buffering between incompatible land uses.		X Ongoing			Plan Commission, Town Board

Goal #10 – Community Involvement: Encourage every household to be involved in the affairs of the community.

Objectives:

1. Increase the number of families and individuals who volunteer their time within this community.
2. Increase citizen involvement and interest in the functions of Town government.

Policies:

1. Seek out and use the skills and expertise of residents to serve on volunteer committees.
2. Provide opportunities for resident involvement in the functions and operation of the Town.
3. Encourage residents to get out and vote.
4. Provide residents with the opportunity to review draft plans, propose plan amendments, and participate in the development of rules and regulations.
5. Encourage each household to become involved in their community.
6. Support the creation of programs in local schools to promote volunteerism and mentoring.
7. Support the creation of programs in local schools and neighborhoods that foster pride in the community.

Implementation Action Items	Schedule				Responsible Entity
	2006 to 2010	2011 to 2015	2016 to 2020	2021 to 2025	
1. Develop a Town newsletter <u>improve communication</u> to involve residents in community events and issues.	X				Town Clerk <u>Board</u>
2. Continue to utilize a media message board by the Town Hall and/or other locations to disseminate local government notices.	X	X	X	X	Town Clerk
3. Create a program to annually recognize the contributions of individuals and groups who help make the Town a great place to live.	X				Town Board

Goal #11 – Plan Monitoring and Evaluation: Keep this comprehensive plan relevant, useable, and timely.

Objectives:

1. Keep the plan up-to-date.

Policies:

1. Conduct a formal review of the plan at least once every 5 years consistent with state requirements.
2. Prepare annual reviews of the plan.
3. Amend the plan in a timely fashion.

4. If actual growth and development is significantly below the forecasts contained in this plan, amend this plan as appropriate to account for lower than expected growth and/or adjust those factors that may be inhibiting growth.
5. If actual growth and development exceeds the forecasts contained in this plan, adopt appropriate growth management strategies to bring growth in line with the desired growth rate or amend this plan to account for the additional growth.

Implementation Action Items	Schedule				Responsible Entity
	2006	2011	2016	2021	
	to 2010	to 2015	to 2020	to 2025	
1. Every 12 months, the Plan Commission will prepare and present a report to the Town Board summarizing: <ul style="list-style-type: none"> • How the plan was used to direct major spending, regulatory, and construction decisions; • How development and redevelopment did or did not coincide with the guidelines of this plan; • How the Town has changed in ways that may call for amendments to the plan. 	X	X	X	X	Town Board/Plan Commission
2. Review the adopted comprehensive plan and revise as necessary (minimum once every 5 years following adoption).	X	X	X	X	Plan Commission
3. Plan for and anticipate costs for amending this plan.	X	X	X	X	Plan Commission, Town Board, Office Staff
4. Monitor the rate of growth on a yearly basis, and submit this information to Town Board in a timely manner.	X	X	X	X	Plan Commission
5. Annually review the capital expenditure budget to ensure that infrastructure will meet the anticipated growth.	X	X	X	X	Town Board

VIII. Future Agenda Items

- a. Comprehensive Plan
 - Review of Full Draft
 - Set Public Hearing
- b. Elaine Nelson Certified Survey Map

IX. Schedule Future Meetings

Next Meeting to be held **Wednesday, July 2, 2014 at 4:30 p.m.**

X. Adjournment

G. Thury moves to adjourn. S. Soucek seconds. All in favor; motion carries. Meeting ends at 5:50 pm.

Town Plan Commission minutes respectfully submitted by Lisa Potswald, Planning and Zoning Administrator, on Friday, June 20, 2014.