

General Overview

A Comprehensive Plan without follow-through action is merely words on paper. The Town’s goal of this *Comprehensive Plan* is to have a simple to use, practical document that guides decision-making. This final chapter answers “How will we make this happen?” It provides the bridge between ideas and strategies to concrete action and policies.

Purpose of the Implementation Element

The purpose of this element is to determine how the action steps related to each goal will get done. This chapter does not provide all the answers for each action step. It provides an easy-to-use checklist that will assist the Town Board and the Plan Commission in making sure the action steps get done. This final section pulls the action steps from all of the elements into one comprehensive checklist. Implementation of the Action Steps is critical to ensure that follow-through occurs, that the intent of the *Plan* is followed and the *Plan* is actually utilized to guide decision-making. While tremendous effort and time has been put into developing the goals and strategies for each element, the real benefit of that effort is putting the “action” into the action steps.

Basic Objectives of the Implementation Element

Goals, Objectives and Action Steps

Goal: To encourage interest in carrying out the concepts of the *Comprehensive Plan*.

Objective: To provide an easy-to-use tool that assists the Town Board with the implementation of the *2006 Comprehensive Plan*.

Actions: To provide a checklist of the action steps outlined in the *2006 Comprehensive Plan*

Implementation Activities and Schedule

Element	Action	Primary Responsibility	Timeframe
Agriculture, Natural and Cultural Resources	Establish a Task Force to investigate the Purchase of Development Rights (“PDR”) program to preserve environmental, archeological, scenic and historic resources, as well as open space.	Standing SG committee	ASAP or as soon as plan is approved by Town Board.

Agriculture, Natural and Cultural Resources	Encourage preservation and management of areas needed to support local wildlife.	Standing SG Committee/Plan Commission	Begin as soon as plan goes into affect.
Agriculture, Natural and Cultural Resources	Coordinate with Evansville to ensure that important open space corridors and other important natural resource areas are protected.	Intergovernmental Cooperation Comm./ Ev.-Union Implementation Comm.	As soon as SG plan is approved.
Agriculture, Natural and Cultural Resources	<i>(Continued on next page)</i> Require developers to set aside green space in the development.	Plan Commission/ Standing SG Comm./ PDR, TDR, Conservation. Easement Comm.	As soon as SG plan begins implementation
Agriculture, Natural and Cultural Resources	Rezone important wetlands and lands unsuitable for development and buffer areas for conservation and protection.	Plan Commission	As soon as SG begins implementation
Agriculture, Natural and Cultural Resources	Discourage filling of floodplains and wetlands, including areas within 300' of floodplains and wetlands for development.	Plan Commission/Town Engineer	As soon as SG begins implementation
Agriculture, Natural and Cultural Resources	Update the Town park plan to ensure eligibility for state recreation matching funds and to ensure available funds are being used in accordance with the wishes of the residents.	Parks Committee	As soon as SG plan begins implementation
Agriculture, Natural and Cultural Resources	Only accept land for parks that is adequate size and has characteristics that make it suitable for use as a park.	Parks Committee	As soon as SG plan begins implementation
Agriculture, Natural and Cultural Resources	During the park planning process, determine where and what type of additional park land should be accepted and what type of improvements are needed in parks.	Parks Committee	As soon as SG plan begins implementation

<p>Agriculture, Natural and Cultural Resources</p>	<p>Require subdivisions to dedicate a minimum of 5% to parkland. (A-3 subdivisions have been considered to have enough open space and are not required to dedicate 5% to parkland. In lieu of parkland dedication, rural residential lots that are less than three acres have been calculated at \$518/lot – as of 1/4/06 - the same cost per lot as used by the City of Evansville.</p>	<p>Plan Commission</p>	<p>As soon as SG begins implementation</p>
<p>Agriculture, Natural and Cultural Resources</p>	<p>Promote use of state and federal preservation funding programs to assist Town residents with the costs to preserve historic homes, barns and commercial buildings.</p>	<p>New Comm.?? Hist. Preservation Comm.?? or perhaps have Standing SG Comm. Oversee this?</p>	<p>As soon as SG plan begins implementation</p>
<p>Agriculture, Natural and Cultural Resources</p>	<p>Consider use of any vacant or underutilized historic buildings to be preserved, restored and potentially be used as a Town Hall or other business. (State and federal preservation funding would be available to assist with the renovation costs.)</p>	<p>New Comm.?? Hist. Preservation Comm.?? or perhaps have Standing SG Comm. Oversee this?</p>	<p>As soon as SG plan begins implementation</p>
<p>Agriculture, Natural and Cultural Resources</p>	<p>Consider a historic preservation ordinance.</p>	<p>Town Board/New Hist. Preservation Comm.</p>	<p>As soon as SG plan begins implementation</p>
<p>Agriculture, Natural and Cultural Resources</p>	<p>Create signs identifying significant historic buildings within the Town.</p>	<p>Town Board/New Hist. Preservation Comm.</p>	<p>As soon as SG plan begins implementation</p>
<p>Agriculture, Natural and Cultural Resources</p>	<p><i>(Continued on next page)</i> Review land use decisions from a preservation perspective, such as requiring historical buildings to be incorporated into a development.</p>	<p>Plan Commission</p>	<p>As soon as SG plan begins implementation</p>

Agriculture, Natural and Cultural Resources	Require a developer/ builder to conduct an archeological survey according to State regulations	Plan Commission	As soon as SG plan begins implementation
Agriculture, Natural and Cultural Resources	Require the development plan to adequately protect the archeological resources in accordance with State regulations.	Plan Commission	As soon as SG plan begins implementation
Agriculture, Natural and Cultural Resources	Encourage the protection of scenic views.	Plan Commission/New Hist. Preservation Comm.	As soon as SG plan begins implementation
Agriculture, Natural and Cultural Resources	Prohibit development in areas designated as natural resource areas and environmental corridors.	Plan Commission	As soon as SG plan begins implementation
Agriculture, Natural and Cultural Resources	Limit development in areas identified as prime agricultural land	Plan Commission	As soon as SG plan begins implementation
Agriculture, Natural and Cultural Resources	Encourage landscaping/ screening and setback requirements in order to preserve view sheds.	Plan Commission	As soon as SG plan begins implementation
Agriculture, Natural and Cultural Resources	Promote local festivals, picnics, farm tours and other gatherings that celebrate the Town's farming heritage and rural culture.	Town Board	As soon as SG plan begins implementation
Agriculture, Natural and Cultural Resources	Encourage preservation and management of areas needed to support local wildlife.	Standing SG Committee/Plan Commission	Begin as soon as plan goes into affect.
Agriculture, Natural and Cultural Resources	Coordinate with Evansville to ensure that important open space corridors and other important natural resource areas are protected.	Intergovernmental Cooperation Comm./ Ev.-Union Implementation Comm.	As soon as SG plan is approved.
Economic Development	Designate areas for commercial development on the Future Land Use Map.	Standing SG, Plan Commission, Town Board	2006-2008

Housing	Continue to require a minimum lot size of 40,000 sq. ft. for single-family homes.	Plan Commission, building inspector, Town Board	Ongoing from 2006
Housing	Continue to require minimum lot sizes that can accommodate a primary and a backup on-site sewer field in accordance with Sanitary Code.	Plan Commission, building inspector, Town Board	Ongoing from 2006
Housing	<p>(Continued on next page)</p> <p>Identify short-term and long-term areas for development on the Land Use map that encourage development adjacent to existing developed areas This is recommended for the following reasons:</p> <p>To maximize the services and resources of existing sewer and EMS Fire and Police services.</p> <p>To provide efficient school transportation and minimize costs.</p> <p>To continue to maintain the rural character of the Township</p>	Standing SG, Plan Commission, Town Board	2006-2008
Housing	Locate rural residential or multi-family developments within the area designated on the Future Land Use Map.	Plan Commission, Town Board	Ongoing from 2006
Housing	Define subdivisions as a minimum of 5 parcels or more. (See ordinances.)	Plan Commission, Town Board	2006-2007

Housing	Require that a Traffic Impact Study and an Environmental Impact Study be conducted at the developer's expense and submitted to the Plan Commission as part of the review process before a subdivision is approved.	Plan Commission, Wis. DOT, future engineer, Town Board	Ongoing from 2006
Housing	Continue to research the benefits of pedestrian-friendly neighborhoods developed adjacent to existing City and Village developments.	Standing SG, Plan Commission, Town Board	Ongoing from 2006
Housing	Encourage the placement of bike trails/paths in front of houses.	Standing SG, Plan Commission, building inspector, Town Board	Ongoing from 2006
Housing	Consider the purpose for using cul de sacs. If used as a design feature, restrict use to one per 40 acres and ensure there are adequate walkways and roads for residents to travel easily. If used to manage traffic volume and speed, consider traffic patterns and safety issues.	Plan Commission, future engineer, Rock County Planning, town Board	Ongoing from 2006
Housing	Evaluate the adequacy of current impact fees and develop recommendations for changes. Include a dedicated amount to be applied for upgrades of the roads, parks, storm water management and future services required by increased growth.	Plan Commission, parks committee, Standing SG, future engineer, Town Board	Ongoing from 2006
Housing	Utilize a phased-in approach for development of larger subdivisions. (See Implementation Chapter.)	Plan Commission, future engineer, Town Board, Standing SG	Ongoing from 2006
Housing	Allow the use of conservation subdivisions as a means of preserving green space while allowing homes on smaller lots.	Standing SG, Plan Commission, Wis. DNR, Town Board	Ongoing from 2006

Housing	Allow the use of condominium developments located in close proximity to other municipalities provided they are designed with low density and features that retain the rural characteristics of the township.	Standing SG, Plan Commission, Town Board	Ongoing from 2006
Housing	Consider options for low-cost housing, rental properties and housing for senior citizens.	Standing SG, Plan Commission, Town Board	Ongoing from 2006
Housing	Review the standards of development and the setting of standards for development.	Plan Commission, building inspector, future engineer, Town Board	Yearly from 2006
Housing	Promote the use of environmentally friendly and green-built techniques.	Standing SG, Plan Commission, building inspector	Ongoing from 2006
Housing	Continue to require adherence to standard building codes and building inspections.	Plan Commission, building inspector, Town Board	Ongoing from 2006
Housing	Adopt new building codes as needed and enforce current building codes to ensure that minimum standards are upheld for existing and proposed structures.	Plan Commission, building inspector, Town Board	Ongoing from 2006
Housing	Require that erosion control plans be submitted with a building permit application and implemented during construction.	Plan Commission, future engineer, building inspector	Ongoing from 2006
Housing	Based on the historic average of 25 houses built per year between January 1, 1995 and December 31, 2004, maintain the number of approved residential building lots at no more than 50 over any given two-year period.	Plan Commission, Town Board	Ongoing from 2006
Intergovernmental Cooperation	Negotiate a cooperative boundary agreement with the City of Evansville.	Evansville-Union implementation, Town Board	2006-2007

Intergovernmental Cooperation	Continue to collaborate with the City of Evansville through the formation of a Joint Planning Committee.	Evansville-Union Implementation, Plan Commission, Town board	Ongoing from 2006
Intergovernmental Cooperation	Invite representatives of the City of Evansville to meet with the Town's Plan Commission Committee and the Town Board at least once a year to encourage open communication with the City of Evansville including economic development.	Evansville-Union Implementation, Plan Commission, Town Board	Ongoing from 2006
Intergovernmental Cooperation	Invite representatives of the Village of Brooklyn to meet with the Town's Plan Commission Committee and the Town Board at least once a year.	Standing SG, Plan Commission, Town Board	Ongoing from 2006
Intergovernmental Cooperation	Track the Village's progress with the relocation of their municipal sewage system and explore possibilities for the Town to utilize the system for future development purposes.	Plan Commission, future engineer, Town Board	Ongoing from 2006
Intergovernmental Cooperation	Invite representatives of the surrounding townships, County, school districts and fire districts to meet with the Town's Plan Commission Committee and the Town Board at least once a year.	Standing SG, Plan Commission, Town Board	Ongoing from 2006
Intergovernmental Cooperation	Communicate information about growth trends and land use decisions to surrounding townships, the County, school districts and fire districts.	Standing SG	Ongoing from 2006

Intergovernmental Cooperation	The Town Board should appoint a permanent committee with the responsibility for communication with other governmental units with the authority to negotiate agreements for consideration by the Town Board.	Standing SG, Evansville-Union Implementation, Town Board	2006-2007
Transportation	Consider implementing Town road impact fees for new development projects that place a burden on or require the upgrading of Town roads.	Plan Commission, future engineer, Town Board	2006
Transportation	Require an independent traffic impact study for new developments.	Plan Commission, Wis. DOT, Town Board	Ongoing from 2006
Transportation	Encourage a Park-n-Ride lot along USH 14 north of the City of Evansville and south of the City to encourage car pooling to Madison and Janesville.	Standing SG, Plan Commission, Wis. DOT, Town Board	Ongoing from 2006
Transportation	Request DOT to study the feasibility of a bypass of Hwy. 14 around the City of Evansville.	Plan Commission, Wis. DOT, Town Board, Wis. DNR	2006-2010
Transportation	Work with surrounding municipalities to establish public commuter transportation services such as bus, commuter rail, etc.	Standing SG, Wis. DOT	Ongoing from 2006
Transportation	Work to provide at least a 3' shoulder on town roads with average daily traffic (ADT) greater than 1250. Increased road width is safer.	Plan Commission, Wis. DOT, Town Board	Ongoing from 2006
Transportation	Encourage the use of extra width paved shoulders in subdivisions.	Plan Commission, Town Board	Ongoing from 2006

Transportation	Request that DOT conduct a study of USH 14 south of STH 92 to Evansville to assess the impact of traffic volume, safety issues, the need for a bypass, and speed in order to comply with 2010 provisions.	Standing SG, Plan Commission, Town Board	2006-2010
Transportation	Control the speed of traffic on town roads by working with the Rock County Sheriff's Department on programs for increased traffic enforcement.	Town Board, Rock County Sheriff	Ongoing from 2006
Transportation	Minimize new access points onto public roads by requiring shared driveways or shared access where possible.	Plan Commission, future engineer, Rock County Planning, Town Board, Wis. DOT	Ongoing from 2006
Transportation	According to the Town survey, large vehicles and truck traffic on Town roads is a concern among residents. As discussed in the Town's 1993 <i>Comprehensive Plan</i> , work with Rock County to classify town roads as Class B roads to limit truck traffic to 60%. Request that the State encourage thru trucks to use I-90 instead of USH 14.	Plan Commission, Wis. DOT, Rock County Sheriff, Town Board	2006-2010
Transportation	<p><i>(Continued on next page)</i></p> <p>Encourage efforts to educate Town residents and visitors about how farm equipment, motorists and bicyclists can safely share the road and consider providing signage notifying motorists that the Town is a farming community and to beware of farm vehicles on the road.</p>	Standing SG, Rock County Sheriff, Town Board	Ongoing from 2006

Transportation	Work with the City of Evansville and Rock County to create multi-use regional trail system.	Standing SG, Evansville-Union Implementation, Wis. DNR, Plan Commission, Town Board	Ongoing from 2006
Transportation	Designate local roads as bicycle routes. (See <i>DOT Planning for Rural Bicycle Routes, 1993</i>)	Wis. DOT, Rock County Planning, Plan Commission, Town Board	2006-2010
Transportation	When developing/building within areas adjacent to existing areas that have sidewalks (whether City or Town), encourage the continuation of sidewalks in the Town's development on at least one side of the road and require sidewalks within one mile of existing or planned school	Plan Commission, future engineer, local school boards, Town Board	Ongoing from 2006
Transportation	If the Town decided to pursue Planned Unit Development (PUD) areas, then require sidewalks and/or paths as part of the "walkable" neighborhood design.	Plan Commission, future engineer, Town Board, Standing SG	Ongoing from 2006
Transportation	If building within an area likely to be annexed by the City of Evansville or Village of Brooklyn, encourage sidewalks to promote walkable, pedestrian-friendly neighborhoods.	Plan Commission, Town Board	Ongoing from 2006
Transportation	Create Rustic Roads as recommended in the 1993 Town <i>Comprehensive Plan</i> . (See <i>Addendum</i>)	Standing SG, Rock County Planning, Plan Commission, Town Board	Ongoing from 2006
Transportation	Consider the preservation of Scenic Drive Views.	Standing SG, Rock County Planning, Plan Commission, Town Board	Ongoing from 2006
Transportation	Continue to discourage development that would require new Town roads and oppose any new highways through the Town as recommended in the 1993 Town <i>Comprehensive Plan</i> . (This does not include roads within subdivisions.)	Plan Commission, future engineer, Town Board	Ongoing from 2006

Transportation	Ensure that new or upgraded transportation facilities consider the activities of farmers and maintain the rural character of the Town.	Plan Commission, Standing SG, future engineer, Town Board	Ongoing from 2006
Transportation	Avoid the use of dead-end roads and cul-de-sacs, except when these road designs would protect agricultural or environmental resources or discourage traffic in desired areas.	Future engineer, Plan Commission, Town Board	Ongoing from 2006
Transportation	<i>(Continued on next page)</i> Town of Union should implement its own policy --- "Any development generating more than X# cars per day or having a driveway on a state highway must have a traffic impact study.	Plan Commission, Wis. DOT, Town Board	2006-2007
Utilities and Community Facilities	Maintain and enhance educational achievement of entire citizenry by long range planning, traffic safety, library and public library support.	Town Board, School Board, Intergovernmental Cooperation	Ongoing from 2006
Utilities and Community Facilities	Improve telecommunication services such as broadband wireless and cellular phones	Standing Smart Growth, Town Board Intergovernmental Cooperation	Ongoing from 2006
Utilities and Community Facilities	Explore feasibility and cost of shared services such as police, possible full time fire and EMS, and road maintenance with neighboring townships, villages, and cities	Intergovernmental Cooperation, Town Board	Ongoing from 2006
Utilities and Community Facilities	Increase availability, quality (such as 3-phase electric power) and choices (natural gas or renewable energy) to residents and business	Intergovernmental Cooperation, Standing Smart Growth, Town Board	Ongoing from 2006

Utilities and Community Facilities	Improve solid waste management by encouraging recycling and “green construction”, recycling ordinances, and enhanced recycling facility.	Planning & Zoning, Town Board, Building Inspector, Standing Smart Growth	Ongoing from 2006
Utilities and Community Facilities	Enact storm water ordinance and hire engineer to supervise design and construction of storm water plans	Plan Commission, Town Board, Building Inspector	2006
Utilities and Community Facilities	Enhance protection of wetlands for water quality, runoff control and enhanced filtration	Future engineer, Plan Commission, Building Inspector, Wis. DNR	Ongoing from 2006
Utilities and Community Facilities	Preserve forested areas and undeveloped (not farmed), watersheds (like Allen Creek) through conservation easements, land trusts, and favorable tax treatment	Plan Commission, Town Board, Standing Smart Growth, Intergovernmental Cooperation, Parks Committee, Wis. DNR	2006-2008
Utilities and Community Facilities	Examine community needs that could be addressed by a new Town Hall such as meeting room for Town or public use, picnic and park area, or maintenance facility for Town road equipment	Town Board, Plan Commission, Town Clerk, Town Treasurer, Building Inspector	2006-2010

Plan Review

Monitoring the ongoing use of the adopted plan is an important ingredient in any successful planning effort, especially in the early stages of a newly adopted plan.

The purpose of monitoring the use of the Plan is to:

- ensure the desired intent of the goals and objectives are clear,
- ensure consistency between the intent of the Plan and supporting structures and systems (i.e. ordinances, etc.)
- continue focus on the adopted goals and objectives.

The Union Smart Growth Committee recommends that the Plan Commission conduct an initial review of the *Plan* within two years of its initial adoption. Following that initial review, the Plan Commission should review the *Plan* annually.

If this review determines that the *Plan* is based upon the best current available data and continues to reflect the desired direction of the residents and Town Board, then it is not necessary to initiate the amendment process. However, if the review results in the need to make changes to the *Plan*, the Town would then initiate the amendment process. Regular reviews are necessary to ensure this *Plan* is representative of the wishes of residents and the Town Board, is achieving the intent

of the *Plan*, and is being actively utilized as a tool to guide decision-making.

Plan Update

The State comprehensive planning law requires that comprehensive plans be updated at least once every 10 years. An update (as opposed to an amendment) is a substantial review of the plan document and maps that could result in significant rewriting of the document.

The update process determines what objectives have been accomplished, which ones have not been accomplished or need reconsideration and provides the opportunity to examine conditions that may have changed.

The Union Smart Growth Committee recommends the Town conduct a full update of its *Comprehensive Plan* every five years. (beginning 2011)

Plan Amendments

While extensive effort was devoted to drafting this *Plan*, it is impossible to anticipate every condition that may occur. At some point, it may be necessary to amend this *Plan* to incorporate new information and to address new challenges and opportunities that have surfaced since the *Plan* was approved. However, as energy mounts to amend the *Plan*, it is important to balance the intended long-term goal and objectives with the shorter-term view.

The Union Smart Growth Committee recommends that minor amendments should be made no more than twice a year. Proposals for such amendments may come from the residents, the Standing Smart Growth Committee, the Plan Commission or the Town Board.

The Union Smart Growth Committee also recommends that significant amendments that change the long-term goal and objectives should occur only after the five-year Plan Update Process is completed.

Coordination with Other Comprehensive Plan Elements

The implementation of actions within all of the other elements is the essence of this Implementation Element. Implementation was addressed simultaneously with the discussion of each element. There are no known inconsistencies between the different elements of this *Plan*.

PAGE

Town of Union Comprehensive Plan

Adopted: October 5, 2006

Implementation PAGE 9 of NUMPAGES 9

Town of Union Comprehensive Plan

Implementation

Town of Union Comprehensive Plan

Adopted: October 5, 2006

Implementation 1 of 9

To provide an easy-to-use tool for the Town Board to follow.
To promote the use of the *Comprehensive Plan*
To provide a mechanism for training, review, and accountability.