

Chapter

9

Monitoring and Future Updates and Revisions

Included in this chapter:

- The Importance of Monitoring Progress
- Techniques to Monitor Your Plan
- Updating the Land Use Plan

The Importance of Monitoring Progress

A part of good planning practice is monitoring progress. One of the important aspects of setting goals, objectives, policies and programs is to be able to monitor plan implementation. Tracking objectives is a way for your community to know whether it is successfully implementing the comprehensive plan that your community spent hundreds of hours and financial resources to develop. In Chapter 5, we advised that objectives, specifically, should be written to be measurable. This means that the planning commission and other

interested community members can track various activities over time. Although, it is the primary responsibility of the plan commission and the elected officials to track plan accomplishments, others may also check its progress, including community staff persons such as zoning administrators or planners, and citizen groups. The idea is to accomplish the objectives the community set for itself. The implementation element requires “a mechanism to measure the local governmental unit’s progress toward achieving all aspects of the comprehensive plan.” Here is where the link is made between the land use and implementation elements.

Techniques to Monitor Your Plan

Setting up a simple chart that includes goals, objectives, policies and implementation activities, is one easy way to track progress. Including a time line for action is also important. Figure 14 on the following two pages is an excerpt of the progress chart used by the Town and Village of Black Creek.

Updating the Land Use Plan

The implementation element of the comprehensive planning law requires a process for updating the comprehensive plan. Statute 66.1001(2)(i) states “The [implementation] element shall include a process for updating the comprehensive plan. A comprehensive plan under this subsection shall be updated no less than once every 10 years.” Although the land use element will not include language that applies to how it will be updated, it is a good idea for the community to consider the process of updating. It is likely that the land use element will need major updating whereas other elements may need only minor adjustments. The need for major updates stems from growth and change that many communities have or are likely to experience.

TIP: Publishing the plan in a binder or web format and using word processing software makes it easy to make regular updates to the comprehensive plan.

One process is to review systematically the goals, objectives, policies and programs, to determine which have been accomplished (this should be straightforward if the plan commission and/or others have monitored

implementation). As community values and conditions evolve over time, you may find that some goals, objectives, policies and programs are no longer relevant. It is important that these be revised or replaced to better reflect current community values and conditions. The update should take much less time than the comprehensive planning process, but should include public participation, especially if the plan commission has determined that new goals, objectives, policies and programs are needed.

Figure 14: Example of Tracking Progress Through Charting

This example begins with a list of land use policies and shows a table that identifies each objective, its related element, a partner, funding source, and timeline.

Land Use Agenda

It is the policy of the Town and Village of Black Creek to:

- *Review all development proposals in accordance with this Comprehensive Plan. Decisions will be based on the guidelines provided in the plan and further discussed in the Implementation Chapter.*
- *Provide sidewalks, trails, and other pedestrian and cycling connections throughout the Village to offer a walkable environment.*
- *Build to the sidewalk to promote walkability.*
- *Promote energy efficiency building and design practices by encouraging development that complies with the Wisconsin Energy Star program or similar programs.*
- *Create spaces throughout the community for citizens to be physically active (e.g. parks, trails, sidewalks).*
- *Make the front of new commercial and industrial buildings “permeable” (i.e., no blank walls, use windows, doors, material changes and other amenities to keep the buildings interesting).*
- *Prohibit parking lots in front of apartment buildings, unless on-street parking is provided.*
- *Encourage infill and new development based on Traditional Neighborhood Design and New Urbanism principals in the Village.*
- *Improve connectivity by using grid-like patterns and using trails and sidewalks to make walking easy and safe.*
- *Seek to maintain the environmental features shown on the Future Land Use Maps by directing development away from these areas.*

LAND USE GOAL #1				
Create a healthy, livable community that attracts quality residential and business development.				
RELATED ELEMENTS	SUPPORTING OBJECTIVES	CHAMPION / PARTNER	POTENTIAL FUNDING SOURCE	MILESTONE DATE
Land Use	1. Develop connectivity standards within the subdivision and zoning chapters of the Town and Village ordinances to promote better connectivity though the community.	WisDOT	Town and Village Budgets	2009
Economic Development	2. Review and revitalize local landscape ordinances to include illustrations and an information brochure to make the ordinance more user-friendly.	Local Business Community	Town and Village Budgets	2007
Land Use	3. Encourage mixed used developments that integrate businesses/services (e.g. schools, offices, parks) and housing in close proximity by revising the Village Zoning Ordinance to allow corner uses (e.g. neighborhood activity centers).	Developers	Village Budget	2006

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LAND USE GOAL #2				
Create a destination point for residents and visitors.				
RELATED ELEMENTS	SUPPORTING OBJECTIVES	CHAMPION / PARTNER	POTENTIAL FUNDING SOURCE	MILESTONE DATE
Economic Development	1. Improve the Village of Black Creek downtown and adjacent gateways so that they may become a focal point for quality development using tax incremental financing, grants, and private investment.	Economic Development Committee & Chamber of Commerce	Downtown Businesses	2009
Utilities & Community Facilities	2. Expand identification signage, directional signage, historic street signage and lighting within the Village to meet the needs of both motorists and pedestrians.	Economic Development Committee	Downtown Businesses	2006
Economic Development	3. Encourage economic redevelopment of the Village's downtown through marketing, zoning, and other incentives.	Economic Development Committee & Chamber of Commerce	Downtown Businesses	2007
Utilities & Community Facilities	4. Provide information kiosks to help direct visitors through the community.	Economic Development Committee & Chamber of Commerce	Downtown Businesses	2007
Implementation	5. Review model Traditional Neighborhood Design and New Urbanism codes available from the UW-Extension and other organizations to consider changes in the Village's Zoning Code.	Economic Development Committee	Village Budget	2008
Implementation	6. Create a Village design ordinance with specific standards for commercial, industrial and multiple family residential developments.	Economic Development Committee	Village Budget	2009

LAND USE GOAL #3				
Protect the abundant and high quality natural resource areas to maintain the Town and Village's natural atmosphere and community character.				
RELATED ELEMENTS	SUPPORTING OBJECTIVES	CHAMPION / PARTNER	POTENTIAL FUNDING SOURCE	MILESTONE DATE
Agricultural, Natural & Cultural Resources	1. Identify and map primary and secondary conservation areas in the Town using the maps from this plan as a starting point.	UW-Extension	WDNR	2005
Agricultural, Natural & Cultural Resources	2. Permit the development of cluster or conservation subdivisions in the Town to maintain environmental corridors for wildlife habitat, open scenic vistas from roadways, and to buffer the subdivision from nearby agricultural areas.	Town Board	Town Budget	2006

Excerpt from the implementation chapter of the Town and Village of Black Creek, WI, comprehensive plan. OMNNI Associates. Adopted March 2005.