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## **Implementation**

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This chapter describes the process for adopting, amending, and updating this plan; tools and procedures by which the plan will be implemented, and a summary of how the plan is consistent with neighboring communities.

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## Guiding Decisions

Responsibility for implementing this plan lies primarily with the Town Board and Planning Commission.

### ***Town Board***

The Town Board sets priorities, controls budgets and town tax rates, and has the final say on key aspects of public and private development projects. The value and legitimacy of this plan is directly related to the degree to which Board members are aware of the plan and expect Town actions to be consistent with this plan. Each board member should have a copy of this plan and should be familiar with the major goals and objectives described herein.

### ***Town Planning Commission***

Land use and development recommendations are a core component of this plan, and the Planning Commission has a major role in guiding those decisions. Planning Commission members must each have a copy of this plan and must be familiar with its content, especially Chapter 3: Future Land Use. It is generally the responsibility of Planning Commission to determine whether proposed projects are consistent with this plan, and to make decisions and recommendations that are consistent with this plan. In cases where actions that are inconsistent with this plan are deemed to be in the best interest of the Town, the Planning Commission should initiate efforts to amend the plan to better reflect Town interests. This will help to reinforce the legitimacy of the plan as an important tool in Town functions.

### ***Other Communities & Agencies***

Since the Town collaborates on zoning regulations with Monroe County and the City of Sparta it is imperative that the zoning administrators and applicable planning commission members have access to a copy of this plan to assist with implementation of land use policies.

## Implementation Tools

Implementation of this plan will primarily be achieved through guiding decisions regarding zoning and land use decisions. Implementation tools at the Town's disposal include:

### ***Operational Tools***

- Annual Budget Process
- Capital Improvement Program

### ***Regulatory Tools***

- Land Use Regulations (including zoning, land division, subdivision, landscaping, and signage regulations)
- Architectural & Site Design Regulations
- Historic Preservation Ordinances
- Building and Housing Codes (including sanitary, mechanical, and electrical codes)
- Erosion and Stormwater Ordinances
- Official Maps - *none exists at the time this plan was adopted.*

### ***Funding tools***

- Tax Incremental Financing (TIF) Districts - - *none exists at the time this plan was adopted.*
- Grant Programs
- General Fund Revenues
- Fees & Special Assessments
- Fundraising

Other than land division/subdivision ordinances and building codes most of the regulatory tools at the Town's disposal are ordinances adopted and maintained by Monroe County (zoning, site design, erosion and stormwater ordinances, etc.), or the City of Sparta in the case of extraterritorial zoning. The Town collaborates with the County and the City to administer these ordinances within the Town of Sparta.

During the update of this plan, the Town of Sparta also completed an update to the Town's Code of Ordinances to bring them up to date and consistent with this plan. The Town will continue to work with Monroe County and the City of Sparta when updates to regulatory ordinances are proposed that impact the Town to provide input on how changes to regulatory ordinances can ensure consistency with this plan.

## Adoption, Amendments & Updates

The procedures for comprehensive plan adoption or amendment are established by Wisconsin's Comprehensive Planning Law (66.1001, Stats.). This comprehensive plan and any future amendments must be adopted by the Town Board in the form of an adoption ordinance approved by a majority vote. Two important steps must occur before the Town Board may adopt or amend the plan: the Planning Commission must recommend adoption and the Town must hold an official public hearing.

### *Planning Commission Recommendation*

The Planning Commission recommends adoption or amendment by passing a resolution that very briefly summarizes the plan and its various components. The resolution should also reference the reasons for creating or amending the plan and the public involvement process used during the planning process. The resolution must pass by a majority vote of the Planning Commission, and the approved resolution should be included in the adopted plan document.

### *Public Hearing*

Prior to adopting this plan, or plan amendment, the Town (either Town Board or Planning Commission) must hold at least one public hearing to discuss the proposed plan. At least 30 days prior to the hearing a Class 1 notice must be published that contains, at minimum, the following:

- The date, time and location of the hearing,
- A summary of the proposed plan or plan amendment,
- The local government staff who may be contacted for additional information,
- Where to inspect and how to obtain a copy of the proposed plan or amendment before the hearing.

The notice should also provide a method for submitting written comments, and those comments should be read or summarized at the public hearing.

### *Draft Distribution and Public Hearing Notifications*

The Town is required to provide direct notice of the public hearing to all of the following:

- An operator who has obtained, or made application for, a permit that is described under s. 295.12(3) (d).
- A person who has registered a marketable nonmetallic mineral deposit under s. 295.20.
- Any other property owner or leaseholder who has an interest in property pursuant to which the person may extract nonmetallic mineral resources, if the property owner or leaseholder requests in writing that the local government unit provide the property owner or leaseholder notice of the hearing.
- Any individuals who request, in writing, notification of the proposed comprehensive plan ordinance or public hearing. Each such individual must be sent a notice of the public hearing and a copy of the ordinance at least 30 days prior to the public hearing. The Town may charge a fee equal to the cost of providing such notice and copy.

Finally, the Town should send the notice and a copy of the proposed plan, or plan amendment, to the *Plan Distribution List* (see next page). These draft distributions are not required by statute prior to adoption, but are strongly recommended as a matter of courtesy and good planning practice. The Town should coordinate directly with the public library to make a copy of the proposed plan, or plan amendment, available for viewing by any interested party.

### *Plan Adoption*

This plan and any future amendments become official Town policy when the Town Board passes, by a majority vote of all elected members, an adoption ordinance. The Town Board may choose to revise the plan after it has been recommended by the Planning Commission and after the public hearing. It is not a legal requirement to consult with the Planning Commission on such changes prior to adoption, but, depending on the significance of the revision, such consultation may be advisable.

## Adoption, Amendments & Updates, Cont.

### *Adopted Plan Distribution*

Following final adoption of this plan, and again following any amendments to the plan, a copy of the plan or amendment must be sent to each of the following:

1. Every governmental body that is located in whole or in part within the boundaries of the Town, including any school district, sanitary district, or other special district.
2. The clerk of every town, city, village, and county that borders the Town.
3. The regional planning commission in which the Town is located.
4. The public library that serves the area in which the Town is located.
5. The Comprehensive Planning Program at the Department of Administration.

### *Plan Amendment vs. Plan Update*

From time to time the Town may be faced with an opportunity, such as a development proposal, that does not fit the plan but is widely viewed to be appropriate for the Town. Should the Town wish to approve such an opportunity, it must first amend the plan so that the decision is consistent with the plan. Such amendments should be carefully considered and should not become the standard response to proposals that do not fit the plan. Frequent amendments to meet individual development proposals threatens the integrity of the plan and the planning process and should be avoided.

Any change to the plan text or maps constitutes an amendment to the plan and must follow the adoption/amendment process described in this section. Amendments may be proposed by either the Town Board, Planning Commission, Town Staff, or town property owners. Amendments may be made at any time using this process; however, in most cases the Town should not amend the plan more than once per year. A common and recommended approach is to establish a consistent annual schedule for consideration of amendments. This process can begin with a meeting

of the Planning Commission (January), followed by Planning Commission recommendation (February), then the 30-day public notice procedures leading to a public hearing and vote on adoption by the Town Board (March or April).

Wisconsin's comprehensive planning statute (66.1001) requires that this plan be updated at least once every 10 years. Unlike an amendment, the plan update is a major re-write of the plan document and supporting maps. The purpose of the update is to incorporate new data and ensure that the plan remains relevant to current conditions and decisions. The availability of new Census or mapping data and/or a series of significant changes in the community may justify an update after less than 10 years. Frequent requests for amendments to the plan should signal the need for a comprehensive update.

Once formally adopted, the plan becomes a tool for communicating the Town's land use policies and for coordinating legislative decisions. Per the requirements of Wisconsin's Comprehensive Planning Law, after January 1, 2010, if a local government unit enacts or amends any of the following ordinances, the ordinance must be consistent with that local governmental unit's comprehensive plan:

1. Official maps
2. Local subdivision regulations
3. General zoning ordinances
4. Shoreland/Wetland zoning ordinances

An action will be deemed consistent if:

1. It furthers, or at least does not interfere with, the goals, objectives, and policies of this plan,
2. It is compatible with the proposed future land uses and densities/intensities contained in this plan,
3. It carries out, as applicable, any specific proposals for community facilities, including transportation facilities, other specific public actions, or actions proposed by nonprofit and for-profit organizations that are contained in the plan.

## Plan Consistency

The State of Wisconsin planning legislation requires that the implementation element describe how each of the nine-elements will be integrated and made consistent with the other elements of the plan. Prior to adoption of the plan, the Town reviewed, updated, and completed all elements of this plan together, and no inconsistencies were found.

### *Inconsistencies with the City of Sparta Comprehensive Plan*

The Town's previous comprehensive plan was adopted as a joint plan with the City of Sparta in 2003. That plan is still the current plan used by the City of Sparta to guide their land use planning. Through this planning process the City has expressed interest in completing an update to that plan. This plan is fairly consistent with the previous plan in the identification of locations for agricultural, commercial, residential, public, and natural resource land uses. Noted exceptions including scaling back the amount of land adjacent to the City of Sparta identified for single-family residential to align more closely with actual 10- and 20-year projected land use needs.

### *Inconsistencies with the Village of Rockland Comprehensive Plan*

The Village of Rockland comprehensive plan was adopted in 2010. The plan does not identify any further urban expansion into the Town of Sparta. There are currently undeveloped lands within the Village to the north and west which have been identified for future urban development provided utility extensions are completed. This plan identifies some Rural Commercial and Industrial expansion between the railroad and Iberia Ave. Planned uses would be consistent with the existing business north of Iberia Ave. (Rockland Flooring Company)

### *Inconsistencies with the Monroe County Comprehensive Plan*

The County chose when it adopted its comprehensive plan in 2010 to incorporate individual community future land use plans and policies, for those that existed, into the overall County land use plan. As required by state statute 66.1001, the Town's updated comprehensive plan will be provided to Monroe County so that the

County may update its comprehensive plan to reflect the Town's new plan.

### *Inconsistencies with the La Crosse County Comprehensive Plan*

No known inconsistencies were identified during the planning process. The majority of the land that borders the Town of Sparta in La Crosse County is identified in the County plan for continued agricultural or environmental uses, which is consistent with the same classifications along the boundary in this plan.

The policies of this plan encourage continued cooperation with the neighboring municipalities and counties to jointly plan boundary areas and coordinate their long-term growth plans with the Town's Comprehensive Plan.

## Severability

If any provision of this Comprehensive Plan will be found to be invalid or unconstitutional, or if the application of this Comprehensive Plan to any person or circumstances is found to be invalid or unconstitutional, such invalidity or unconstitutionality will not affect the other provisions or applications of this Comprehensive Plan, which can be given effect without the invalid or unconstitutional provision or application. If any requirement or limitation attached to an authorization given under this Comprehensive Plan is found invalid, it shall be presumed that the authorization would not have been granted without the requirement or limitation and, therefore, said authorization shall also be invalid.



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