

# **IMPLEMENTATION for the VILLAGE of TWIN LAKES**

## **Implementation Schedule**

Implementation of this plan is one of the last things to be done to ensure that the blueprint for community development is achieved. Without implementation, a plan is worth little. This section provides a listing of the specific actions the Village will need to take. The action items are grouped into general categories for organizational purposes. Given the constraints of time and resources, this plan is to be implemented over a number of years. Some activities are easily accomplished in a short period of time and others are not. Some require urgent action, while others are less urgent. For these reasons, completion dates are included where applicable to help prioritize resources and personnel. However, to be consistent with state statutes (§66.1001 (3)), all ordinances, plans and regulations that relate to land use shall be consistent with this plan beginning on January 1, 2010.

The Village Board and Plan Commission should review this section at least once every year and update it as necessary. This structured review will help to identify items that have been completed and help to devise an annual work plan for the Village Board, Plan Commission, Village staff and community members.

### **Exhibit E-1. Implementation Schedule**

<b>Timing</b>	<b>Primary Responsibility</b>	<b>Description</b>
<b>General</b>		
▪ Upon adoption	Village staff	Consistent with state law (§66.1001 (4)(b) Wis. Stats.), send a copy of the adopted plan and adopting ordinance to the Wisconsin Land Board, the Southeastern Wisconsin Regional Planning Commission and the clerk of the following jurisdictions: towns of Randall, Wheatland, Salem, Bloomfield and the village of Genoa City.
▪ Upon adoption	Village staff	Consistent with state law (§66.1001 (4)(b) Wis. Stats.), send a copy of the adopted plan and adopting ordinance to the Community Library so that it can be included in its collection for public review.
▪ Upon adoption	Village Board	Include "Implementation of the Comprehensive Plan" on the Board's monthly agenda.
▪ Annually	Village Board	Prepare a six-year capital improvement program each year that will be adopted as part of the overall budget.
▪ Annually	Village Board	Apply for Smart Growth dividends as appropriate. (Note: As of yet, this program has not been funded.)
▪ Annually	Plan Commission	Prepare and submit a report (preferably written) to the Village Board concerning the progress that has been made towards implementing the plan.
▪ Ongoing	Village staff	Incorporate general information about the comprehensive plan and efforts to implement it in newsletters that the Village may send to residents.
▪ Ongoing	Village Board	Issue press releases to the local media (The Report) describing the status of implementing the plan.
▪ 2006	Village Board	Establish an endowment fund in an established foundation to accept donations to help fund special projects including funding and operating a new library & pool.
▪ 2005	Village staff	Prepare a one or two page description of the Village's comprehensive plan and make it available to the public at Village Hall.
▪ 2005	Village staff	Add a page to the Village's website entitled "Our Vision" to feature portions of the comprehensive plan and provide other basic information.

- 2007 Plan Commission & Village Board Conduct a first review of the Plan to determine if it is working.
  - 2009 Plan Commission & Village Board Conduct a second review of the Plan to determine if it is working as intended.
  - 2014 Village staff Take the steps necessary to ensure that the plan will be reviewed and updated within 10 years of adoption as required by state statutes (§66.1001(2)(i)).
- Housing**
- Annually Village staff Continue to implement the newly established housing rehabilitation revolving loan fund.
  - 2006 Village Board Adopt an existing building code to ensure that buildings in the Village do not become rundown or unsafe.
  - Ongoing Village Board Assist homeowners with rehabilitation and maintenance.
- Transportation**
- Annually Village staff Continue to prepare a road surface management inventory consistent with state requirements and use the findings to help prioritize capital expenditures for road improvement projects.
  - 2005 Village Board Work with Kenosha County Highway Department to upgrade county highway road profiles to standard quality.
  - 2007 Village staff Conduct a parking study to determine adequacy of parking in the downtown area.
  - As needed Village staff Conduct studies to investigate intersection improvements.
- Utilities and Community Facilities**
- Annually Village staff Investigate the use of CDBG funds to help finance public infrastructure and apply for grants when appropriate.
  - 2006 Plan Commission Complete a comprehensive review of existing development fees to ensure that developers are paying their fair share of the costs necessary to accommodate new growth and that conversely the fees are fair and equitable.
  - 2005 Village Board Include funds in the capital improvements program to install several kiosks, bike racks and directional signs to guide people around the Village.
  - Annually Village Board Include funds in the Capital Improvements Program to purchase parkland.
  - As needed Village Board Create a citizen involvement program to enlist residents in designing future park and recreation areas.
  - Ongoing Village Board Replace existing deficient sewer mains to significantly reduce clear water infiltration to the sewer system.
  - Ongoing Village Board Prior to the purchase of any expensive equipment, investigate purchasing and sharing with other communities.
  - 2005 Village Board Authorize funding to build a new library.
- Agricultural Resources**
- On-going Village Board Monitor storm water run off from farm field fertilizers and farm animals.
- Natural Resources**
- Annually Village Board Monitor the quality of private well water.
  - 2005 Village Board In cooperation with the Town, conduct a hydrology study of the area.
  - Ongoing Plan Commission/ Village Board Continue to monitor water quality in the Twin Lakes and ensure that aquatic vegetation is kept in check.
- Cultural Resources**
- 2006 Village Board Adopt a Historic Preservation Ordinance and create a Historic Preservation Commission.
  - 2006 Village Board Adopt an ordinance to protect important archaeological sites and burial sites.
- Economic Development**
- Annually Village staff Investigate the use of Community Development Block Grant (CDBG) funds to help foster economic development and apply for grants when appropriate.

- Annually Village Board Create tax increment financing (TIF) district(s) as appropriate.
- Ongoing Village Board Continue to work with Twin Lakes Chamber of Commerce in its efforts to promote economic development.
- Ongoing Village staff Provide up-to-date information to Kenosha County so that it can better promote tourism and economic development in the Village.
- Ongoing Village Board Provide incentives to new or expanding businesses in the downtown when warranted and as funds allow.
- 2005 Village Board Initiate a meeting of downtown property owners to promote the formation of a business improvement district (BID).

#### Intergovernmental Cooperation

- Upon adoption Village Board Send a letter to the 3 school districts inviting a school representative to annually present a short report to the Village Board concerning issues important to the school districts.
- 2005 Village Board Investigate the feasibility of consolidating the Twin Lakes Fire Department and the Randall Fire Department.
- 2005 Village Board Work with the villages of Twin Lakes and Genoa City to adopt a boundary agreement, consistent with state law (§66.0307).
- 2005 Village Board Work with the Town and the 2 elementary school districts to consolidate the districts.
- 2006 Tourism Committee Convene a meeting that includes a representative from each of the community groups to develop a coordinated schedule of community events.

#### Land Use / Community Character

- 2005 Village Board Adopt a new zoning ordinance to implement and reflect the spirit and intent of this plan.
- Ongoing Plan Commission & Village Board Evaluate any request received for a mineral extraction operation. A Plan Amendment will be required.
- 2004 Village Board Revise the existing land division ordinance to implement and reflect the spirit and intent of this plan.
- 2005 Village Board Amend the zoning ordinances to permit Traditional Neighborhood Development (TND). Include provisions for mixed use development in the Downtown area and other TND guidelines.
- 2005 Village Board Develop and adopt an Impact Fee Ordinance designed to obtain the maximum fee possible.
- 2005 Village Board Revise the existing sign regulations to implement and reflect the spirit and intent of this plan.
- 2005 Village Board Develop an Official Map consistent with state law (§62.23 (6)) that shows the location of various public facilities to be constructed in the coming years.
- 2005 Village Board Adopt design standards for duplex and multi-family residential projects.
- 2005 Village Board Develop and adopt a boundary agreement with the town of Randall and village of Genoa City.
- 2005 Village Board Develop and adopt a Shoreline Overlay District.
- Ongoing Village Board Consult this plan when reviewing annexation proposals.
- Ongoing Village Board Consult this plan when reviewing rezoning requests.
- Ongoing Village Board Consult this plan when reviewing subdivision proposals.

## Internal Consistency

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When drafting a comprehensive plan for a community, the possibility exists that the individual pieces of the plan may not support other elements to the extent they should or, in the worst case, contradict other elements.

As envisioned and crafted, the elements of this plan fit together into a cohesive direction for future decision making in Twin Lakes. The real danger comes in when amendments are made in the coming years to address a particular issue without regard to the rest of the plan.

One of the major determinants of this plan is the population projections. The population projections on which this plan is based were developed with considerable public input and were used throughout this plan in the following areas: in projecting the number of housing units that will be added during the next 20 years, in projecting how much land to allocate for different land uses and in assessing the adequacy of transportation systems, utilities and community facilities.

## Plan Monitoring

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Monitoring of the adopted plan is another important ingredient for a successful planning process. Without a regular and objective evaluation, the adopted goals and objectives soon lose their weight and the plan becomes irrelevant as conditions change. Within two years of adoption, the Plan Commission should review this plan. Following that initial review, the Commission should annually conduct a review.

The purpose of these reviews is to identify those objectives that have been accomplished and those that are effective, ineffective or causing unintended results. Those objectives that are ineffective or are causing unintended negative results should be deleted or changed to produce the desired result. In addition, the review should include a critique of efforts to implement the action items outlined in the implementation schedule.

If monitoring shows that the plan contains the best available data and reflects the desired direction of the community, then it will not be necessary to initiate the amendment process. If the review shows that changes should be made, the amendment process would then be initiated. Only by monitoring this plan can citizens and governmental leaders alike measure the community's progress in achieving the intent of this plan.

## Plan Amendments

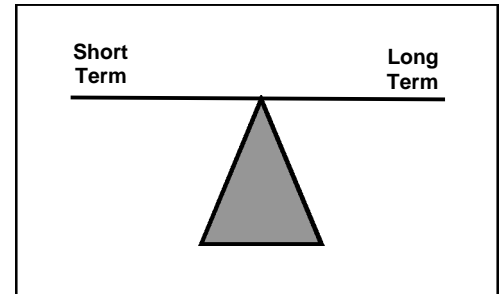
As a result of the monitoring process, the plan should be amended in the future to incorporate new information and to address new challenges and opportunities facing the community<sup>1</sup>. It is envisioned that minor amendments be made as needed, but not too often that this plan simply reflects what we may want today with little thought for the coming years. The struggle is to keep the plan focused with a long-term view and current to address new ideas and opportunities. All amendments must be made consistent with state statutes.

It is recommended that amendments should be done no more than twice a year. Proposals for amendments can come from residents of the Village, from the Plan Commission and from the Village Board.

Although state statutes (§66.1001 (2)(i)) require that this plan be updated no less than once every 10 years, it is recommended that the Plan Commission undertake a major review at least once every 5 years.

Rather than doing a complete revision all at one time, the Plan Commission could revise one or two elements at a time on a regular cycle. In this way the costs to the Village could be spread out over a number of years rather than concentrated into one or two budget cycles. Further, this type of approach will keep the purpose of this plan in the forefront of everyone’s mind. However, if this type of amendment cycle is used, it is imperative that the whole plan remains internally consistent as changes are made to selected elements.

**Amendments Should Keep the Plan Current While Maintaining the Long-Term Perspective**



## Goals, Objectives, Policies and Recommendations

Goals, Objectives, Policies and Recommendations for the Implementation Element are listed in Section B.

<sup>1</sup> The Village Administrator has a computer file of this document and can be used as a basis for future amendments.