

9. Implementation

The *Town of Delta Year 2030 Comprehensive Plan* was developed with straight-forward and cost-effective implementation in mind. The Plan Commission obtained direction on the implementation strategy through the public opinion survey and public informational meetings. The messages conveyed by the public with regard to plan implementation options included:

- ◆ Keep the cost of implementation low
- ◆ Maximize opportunities to work with Bayfield County
- ◆ Pursue commercial and industrial design standards
- ◆ Use implementation tools that can be administered by the Town Board with minimal enforcement

The *Implementation* element presents a strategy and programs that follow the guidance obtained through the execution of the public participation plan. This element includes a compilation of programs and specific actions to be completed in a stated sequence. These include, but are not necessarily limited to, proposed changes to zoning ordinances, official maps, sign regulations, erosion and storm water control ordinances, historic preservation ordinances, site plan regulations, design review ordinances, building codes, mechanical codes, housing codes, sanitary codes, and subdivision ordinances. These programs and specific actions will be used to implement the objectives, policies, plans, and programs contained in the other elements of this plan. Integration of and consistency between the nine planning elements will be discussed in addition to a process for amending and updating the plan. A mechanism to measure the town's progress toward achieving all aspects of the plan is provided.

9.1 Action Plan

An Action Plan is intended to jump start the implementation process and to provide continued focus over the long term. During the comprehensive planning process, a detailed framework for implementation was created which will serve to guide the many steps that must be taken to put the plan in motion. This Action Plan outlines those steps and recommends a rough time line for their completion. Further detail on each task can be found in the policies and recommendations of the related planning element.

1. Task: Adopt the *Town of Delta Year 2025 Comprehensive Plan* by resolution (Implementation)
 - a. Who: Town Board
 - b. When: FINISHED July 2004
2. Task: Review the Comprehensive Planning law and adopt the *Town of Delta 2030 Comprehensive Plan* by ordinance (Implementation)
 - a. Who: Town Board
 - b. When: FINISHED March 25, 2009

3. Task: Meet with Bayfield County and neighboring town officials to coordinate implementation (Intergovernmental Cooperation and Implementation)
 - a. Who: Town Board
 - b. When: ONGOING

4. Task: Host an informational meeting for area lake organizations (Agricultural, Natural, and Cultural Resources)
 - a. Who: Town Board
 - b. When: ONGOING

5. Task: Adopt written town road specifications (Transportation)
 - a. Who: Town Board
 - b. When: FINISHED 2008

6. Task: Amend the town driveway ordinance (Transportation)
 - a. Who: Town Board
 - b. When: FINISHED 2/2007

7. Task: Update town ATV and snowmobile trail ordinances (Utilities and Community Facilities)
 - a. Who: Town Board
 - b. When: DONE – continue monitoring

8. Task: Conduct public outreach activities to develop commercial and industrial design review criteria (Economic Development and Land Use)
 - a. Who: Town Board
 - b. When: TO DO BY 2010

9. Task: Adopt a commercial and industrial design review standards ordinance (Economic Development and Land Use)
 - a. Who: Town Board
 - b. When: TO DO BY 2011

10. Task: Review the comprehensive plan (Implementation)
 - a. Who: Town Board
 - b. When: Annually (performance) and every 10 years (comprehensive)

11. Task: Review the effectiveness of the conditional use/special exception review criteria (Land Use)
 - a. Who: Town Board
 - b. When: Annually-WORKING WELL TO DATE

12. Task: Monitor comprehensive planning laws. (Issues and Opportunities)
 - a. Who: Town Board
 - b. When: Ongoing

ADDITIONAL

A. MEET WITH COUNTY & DNR FOR ORDINANCES

B. GRAVEL PIT OPERATION STANDARDS

C. NOISE AND NUSIANCE ORDINANCE

Physical Community Facilities and Transportation Improvements

1. Task: Obtain additional dumpster capacity (Utilities and Community Facilities)
When: DONE
2. Task: Participate in the reconstruction of Delta-Drummond Road (Transportation)
When: DONE
3. Task: Improve the intersection of Delta-Drummond Road and CTH H (Transportation)
When: DONE
4. Task: Construct a new town garage (Utilities and Community Facilities)
When: DONE
5. Task: Evaluate the effectiveness of solid waste and recycling services (Utilities and Community Facilities)
When: Within 1 to 5 years
6. Task: Repair the foundation on the town hall (Utilities and Community Facilities)
When: Within 1 to 15years
7. Task: Evaluate the need for local parks (Utilities and Community Facilities)
When: Within 6 to 20 years
8. Task: Replace 5 culverts per year (Transportation)
When: Ongoing
9. Task: Monitor the effectiveness of storm water management along town roads (Utilities and Community Facilities)
When: Ongoing
10. Task: Monitor the effectiveness of fire protection (Utilities and Community Facilities)
When: Ongoing

9.2 Plan Adoption and Status of the Plan

The *Town of Delta Year 2030 Comprehensive Plan* is a tool for the citizens and Town Board of Delta. As a participant in Bayfield County's zoning program, and as a town that administers local land use ordinances, it is in the interest of the town to have a comprehensive plan that provides guidance for land use decision making. However, the town also feels that there are many unanswered questions about Wisconsin's Comprehensive Planning law (Wis. Stats. 66.1001).

As Wisconsin's Comprehensive Planning law (Wis. Stats. 66.1001) is currently written, the status of a comprehensive plan will change in 2010. Until the year 2010, the recommendations of the *Town of Delta Year 2030 Comprehensive Plan* will be advisory on town decision making. After 2010, the consistency requirement of the Comprehensive Planning law will take effect unless the law is amended. Although the precise meaning of this requirement is unclear, this will generally require that all land use decisions made by the town are consistent with applicable policies and recommendations of the town's comprehensive plan. After 2010, a comprehensive plan will still be an advisory document, but land use decisions that are clearly inconsistent with the plan will be more easily challenged and possibly overturned. Options for this sort of challenge already exist, and can take place at a Board of Adjustment or in the court system.

9.3 Implementation Strategy and Programs

The Town of Delta gave full consideration to several alternatives for implementation of the comprehensive plan. These alternatives were also reviewed by Town of Delta property owners through public informational meetings, the public opinion survey, and by participating in plan commission meetings. The implementation strategy selected by the town as reflected in the comprehensive plan's policies, recommendations, and action plan include:

- ◆ Utilizing conditional use/special exception review criteria
- ◆ Requesting zoning ordinance changes from Bayfield County
- ◆ Developing a commercial and industrial design review ordinance
- ◆ Amending the town driveway ordinance
- ◆ Amending town ATV and snowmobile ordinances

All of the implementation alternatives considered by the town are described in detail below. An analysis of the advantages and disadvantages of each option is also provided. The intent of recording this analysis in the *Town of Delta Year 2030 Comprehensive Plan* is to put the town in a position to be able to make adjustments to its course of action should the need arise. The need to adopt different implementation strategies may be the result of greater than anticipated population growth, greater than expected housing growth, a drastic change in economic conditions, major changes in the town's development pattern, or major changes in land use regulations that apply to the town. In such a case, the town should look to its goals and objectives to identify areas that had public support at the time the plan was adopted. Then this discussion of the advantages and disadvantages of various implementation tools can be referred to as a starting point to begin a more detailed evaluation of the options.

Programs included in the implementation strategy include:

Plan Commission as a Standing Committee

The Town of Delta created a plan commission primarily to guide the development of the comprehensive plan; however, this body can continue to serve the town as an administrative and advisory body. The plan commission can share in the responsibility of implementing the comprehensive plan by providing recommendations to the Town Board. In this advisory role, the Town Board retains the final decision making authority. For the Plan Commission to serve an administrative role, the Town Board would delegate certain decision making authority to the Plan Commission through the Plan Commission Ordinance. For example, decision making authority on building permits and driveway permits, which are routinely granted, are commonly delegated to plan commissions.

- ◆ **Advantages:** The contentious nature of land use decision making can often be diffused by sharing the responsibility with more people. By keeping the Plan Commission as a standing committee, there will be more local people participating in the decision making process, and better solutions to the town's land use issues can be found. The Town Board is not bound to accept the recommendations of a plan commission, but can always benefit by the thoughts and insights of additional town citizens. This also reduces the chance that a developer could slip through town level review with a development proposal that would hurt the town. Difficult land use decisions can be made on a stronger basis when the public can be assured that the process involved both a citizen plan commission and the elected town board. The cost of maintaining a plan commission is minimal in comparison with the benefits it can provide.
- ◆ **Disadvantages:** The use of a plan commission in land use decision making adds a step to the local review process. This may cause delays for individuals seeking town permits or a town recommendation for a county level zoning permit.

Conditional Use/Special Exception Review Criteria

This is a strategy for working within the realm of the Bayfield County Zoning Ordinance. This ordinance establishes permitted, conditional, special, and prohibited uses in each zoning district. Permitted uses are presumed compatible with the surrounding land uses in a district, so no public hearing is required. The Bayfield County Zoning Department can directly issue a permit for these uses. Conditional uses and special exceptions are those uses that may only be compatible with surrounding land uses under certain conditions. These uses may require public hearings and are subject to the approval of the Bayfield County Planning and Zoning Committee. The zoning ordinance also requires that towns are notified of conditional and special use requests within their jurisdictions, and that the recommendation of the Town Board is sought.

By establishing a set of review criteria within the comprehensive plan, the town is provided a set of guidelines that can be used to review such requests and to formulate a recommendation to the county. Using a set of established review criteria promotes an objective review process, predictability for permit applicants, and consistency in decision making for the town board. Overcoming the disadvantages discussed below will be the responsibility of town decision makers.

- ◆ Advantages: This program can be implemented by the town board at low cost and with very little enforcement on the part of the town. This approach takes full advantage of the county zoning system. Review criteria can be established in a planning context rather than a regulatory context, granting a significant degree of flexibility to town decision makers in how the criteria are applied. The complexities of each application can be considered on a case-by-case basis.
- ◆ Disadvantages: This program may not always produce the results that the town is looking for. A recommendation from the town is not binding on the Bayfield County Planning and Zoning Committee. The Planning and Zoning Committee may or may not accept the town's recommendation. The flexibility provided through a planning rather than regulatory approach can also be viewed as a disadvantage. The level of predictability and consistency provided by adopting an ordinance cannot be met with this approach. By adopting an ordinance, all standards and requirements are plainly spelled out for everyone to see. Conditional use/special exception review criteria will not have this advantage as they are subject to a high degree of interpretation.

Request Zoning Ordinance Changes from Bayfield County

This is another strategy for working within the realm of the Bayfield County Zoning Ordinance, while seeking to influence the county regulatory structure to meet the town's needs. The Town of Delta, based on its comprehensive plan, could request:

- ◆ The creation of new zoning districts that apply new densities or allow a different combination of land uses
- ◆ The creation of new regulatory areas like commercial design review or maximum development densities
- ◆ Overlay district
- ◆ Changes to the zoning map using existing zoning districts
- ◆ Changes to any number of other provisions such as setbacks, minimum lot sizes, the treatment of nonconforming structures, etc.
- ◆ Advantages: This program can be implemented at low cost to the town as it takes full advantage of the county zoning system. Once zoning map and text amendments are agreed to and adopted, administration and enforcement continues to be in the hands of the county. Timing is also optimal for this approach. Bayfield County has recently completed a land use plan, and the plan deferred heavily to the towns regarding specific land use policies and recommendations. Many towns in Bayfield County have recently adopted, or are currently adopting, land use and comprehensive plans. As a result, Bayfield County may be very receptive to proposed changes to its zoning ordinance at this time.
- ◆ Disadvantages: This program may not always produce the results that the town is looking for. Bayfield County may not approve the changes that the town is requesting. And although the direct costs to the town of this approach should be minimal, there may be significant

indirect costs as the county may find that it needs more staff to administer additional regulations. Public support may be a significant challenge to this approach as well. Significant changes to zoning district regulations and map boundaries has direct impacts on how people are allowed to use their property.

Town Commercial and Industrial Design Review Ordinance

This is a strategy that would involve creating a new set of town level regulations. A town can establish minimum standards and performance criteria relative to building and site design for commercial and industrial development. Requirements of such an ordinance might include building materials, building colors, landscaping, access control, lighting standards, parking design, and sign controls. Such an ordinance would be a form of town zoning, similar to a driveway ordinance.

- ◆ **Advantages:** A design review ordinance would give the town direct review and approval authority over the appearance and design of commercial and industrial development. A design review ordinance can work in concert with county zoning, as business uses are generally conditional or special uses in the county zoning ordinance. Adopting an ordinance to require design review will ensure that the town's desires are enforced, rather than depending on the county to enforce non-binding town recommendations (as in the conditional use/special exception review criteria scenario). Enforcing a design review ordinance helps enhance the tax base, as business development will be higher value real estate. Enforcing a design review ordinance can also support the town's character and culture by requiring new businesses to use designs that are of an appropriate scale and compatible with the town's land use goals and objectives.
- ◆ **Disadvantages:** Creating a design review ordinance has the potential to be difficult and controversial. Requiring developers to meet certain design standards can add costs to their construction projects. Public input is required to develop a design review ordinance that will be effective. Visual preference, one the most challenging forms of public input, will need to be measured. Cost to the town may be another limitation. Although a design review ordinance could be administered through the town board, there would be costs associated with creating the ordinance, enforcement of the ordinance, and possibly even litigation.

Town Driveway Ordinance

This is a strategy that would involve making some adjustments to an existing town level ordinance. The town currently administers a driveway ordinance that requires a permit for new driveways on town roads. It requires a minimum width for driveway surfaces, a minimum clearance width and height that must be free of obstructions, a maximum grade, a minimum radius for a turn around area, and minimum requirements for culvert size. Additional ordinance provisions that may be considered include expanding jurisdiction to include county roads in the town, and establishing a mechanism for enforcement of the ordinance.

Town ATV and Snowmobile Ordinance

This is a strategy that involves making some adjustments to an existing town level ordinance. The town currently administers an ATV and Snowmobile ordinance that allows the use of all town roads in Delta by snowmobiles and ATVs. This issue was raised on the town's public opinion survey, but responses were very evenly split regarding potential changes in regulations. More detailed information on the nature of proposed ordinance changes are needed before a review of the advantages and disadvantages could be completed.

Additional implementation programs considered by the town plan commission but not recommended include:

Town Subdivision Ordinance

This is a strategy that would involve creating a new set of town level regulations. The Town of Delta could regulate land divisions as long as the provisions of such an ordinance are at least as restrictive as county standards. A land division ordinance can be used to control development densities, minimum lot sizes, lot layouts, road and street layouts, utilities, and public dedications. Land division ordinances are commonly used by towns under county zoning in order to pursue local comprehensive plan goals and objectives.

- ◆ **Advantages:** A subdivision ordinance would give the town direct review and approval authority over many aspects of future development. A subdivision ordinance can work in concert with county zoning. For example, in areas deemed less suitable for residential development, a subdivision ordinance could be used to place a maximum cap on development density while the minimum lot size provided by the county zoning ordinance remains unchanged.
- ◆ **Disadvantages:** A subdivision ordinance in the Town of Delta would be limited in that it can only be used to create performance standards (such as minimum lots sizes, road frontage requirements, etc.) that are identical to or more restrictive than county zoning and land division regulations. Cost is another limitation. Although a subdivision ordinance could be administered through the Plan Commission and Town Board, there would be costs associated with creating the ordinance, enforcement of the ordinance, and possibly even litigation.

Town Zoning Ordinance

This is a strategy that would involve disconnecting from Bayfield County zoning and developing an extensive set of town level regulations. Wisconsin towns have the authority to adopt and administer their own comprehensive zoning ordinances. However, this option only becomes available to a town that is currently covered by county zoning if the county opts to do a comprehensive revision of its zoning ordinance. A comprehensive revision is characterized as a change in numerous provisions of a zoning ordinance and map, possibly including the creation of new or different zoning districts.

- ◆ **Advantages:** This approach would give the town the most autonomy to have the land use regulations that it feels are necessary.

- ◆ **Disadvantages:** This would be the most costly implementation option of all those considered. The town would most likely need to hire a zoning administrator in order to maintain a level of zoning oversight similar to that which is currently provided by the county. The cost of administration, enforcement, ordinance development, and legal fees would very likely be prohibitive. This option is also limited in effectiveness in that Bayfield County would still maintain jurisdiction over all shoreland areas – most of the town’s development. The town could also regulate these areas, but could only be more restrictive than the regulations established by the county. This approach could also be a threat to both the spirit and practice of intergovernmental cooperation. Towns with their own zoning ordinances are more likely to experience land use conflicts along their borders than towns with zoning coordinated at the county level.

9.4 Changes to Applicable Land Use Controls

Changes to applicable land use controls are needed to implement many aspects of the *Town of Delta Year 2030 Comprehensive Plan*. The following analysis presents all available land use controls as specified by the Wisconsin Comprehensive Planning Law and explains whether or not the town has such regulations, has proposed new or amended regulations, and why a particular land use control was, or was not, selected as part of the town’s implementation strategy.

Subdivision Ordinances

The Town of Delta does not administer a local subdivision ordinance. The town gave consideration to the creation of a land division ordinance during the comprehensive plan development process, but ultimately decided that it was not likely to be necessary during the planning period. Issues that were discussed included the need to limit the maximum density of development in the town’s agricultural and forest production areas, the need to discourage scattered development in order to facilitate efficient service delivery, and the need to limit the maximum density of resort properties that are converted to other forms of ownership. Due to the limited amount of growth that is being projected in the town and the limited number of services provided by the town, it was decided that the cost of creating and administering such an ordinance would outweigh the benefits. Population and housing growth should be monitored to determine whether a subdivision ordinance will become necessary at some time in the future.

The Town of Delta is under the jurisdiction of the Bayfield County Subdivision Control Code and is not recommending any changes to that code at this time.

Official Maps

The Town of Delta has not adopted an official map and does not anticipate that expected levels of development will warrant the creation of an official map during the planning period. Population and housing growth should be monitored to determine whether area development planning will become necessary at some time in the future. Area development planning involves examining the need for transportation connections between proposed developments and expected nearby future development as a part of the plat review process.

Design Review Ordinances

The Town of Delta has proposed the development of a commercial and industrial design review ordinance as part of its implementation strategy. The town may be able to coordinate the development of this ordinance with surrounding towns or with Bayfield County in order to maximize the town resources needed to develop and administer such an ordinance. This ordinance should include standards for the layout of structures, parking, landscaping, lighting, signage, grading, and driveway access. There should also be standards for the review of the design, materials, and colors of buildings, signs, lighting, and other structures. The development of this ordinance should involve public input that gauges the visual preferences of town residents and property owners.

Sign Regulations

The Town of Delta has proposed the development of a commercial and industrial design review ordinance as part of its implementation strategy. This ordinance is recommended to include standards for the location and appearance of signs. Only developments that would be reviewed under such an ordinance are being considered for town level sign regulations.

The Bayfield County Zoning Code also contains standards for signs and the Town of Delta is not recommending any changes to those regulations at this time.

Erosion/Stormwater Control Ordinances

The Town of Delta is under the jurisdiction of the Bayfield County Zoning and Subdivision Control Codes which include provisions for erosion control and stormwater management. The town is not recommending any changes to these regulations at this time.

Historic Preservation Ordinances

The Town of Delta has not adopted a Historic Preservation Ordinance and does not anticipate the need to adopt one during the planning period.

Site Plan Regulations

The Town of Delta has proposed site plan requirements as part of its implementation strategy. Site plan requirements for permit applications that involve town review, such as conditional use and special exception permits, are included in the *Land Use* element policies. Specific site plan requirements vary somewhat based on the preferred land use classification in which a proposed development is located. Site plan requirements will also be included in the town's proposed commercial and industrial design review ordinance.

Building, Housing, and Mechanical Codes

The Town of Delta contracts with a licensed building inspector for administration of the Uniform Dwelling Code (UDC). The current town inspector as of 2008 is Rob Lietha at (218) 393-6482.

Driveway Ordinances

The Town of Delta currently administers a Driveway Ordinance. This ordinance should be amended to expand jurisdiction to include county roads in the town and to include provisions for enforcement and penalties for violations. Provisions that apply to county roads will be coordinated with the Bayfield County Highway Department and must be at least as restrictive as county driveway requirements.

Sanitary Codes

The Town of Delta does not administer sanitary codes. Responsibility for Wisconsin Administrative Code Chapter Comm 83 lies with Bayfield County. No proposed changes to the county's sanitary code are recommended by the town at this time.

Other Town Ordinances

The following ordinances and resolutions are also in effect in the Town of Delta. No changes to these ordinances are being recommended at this time.

- ◆ White River Motor Boat Ordinance (prohibits the use of boats with motors on the White River and its tributaries)
- ◆ Sign Ordinance (establishes a penalty for damaging, defacing, or removing signs)
- ◆ Herbicide and Defoliant Ordinance (prohibits the use of herbicides and defoliant with certain exceptions)
- ◆ Recycling Ordinance (establishes procedures and requirements for recycling)
- ◆ Bass Lake Ordinance (establishes Bass Lake as a slow-no-wake area)
- ◆ Election Worker Ordinance (provides for alternate election workers)
- ◆ Special Town Board Meeting Ordinance (allows special meetings at the cost of the requester)
- ◆ Snow Removal Policy (establishes the town's policies for winter road maintenance)
- ◆ Uniform Dwelling Code Ordinance
- ◆ ATV Ordinance
- ◆ Snowmobile Ordinance
- ◆ Plan Commission Ordinance
- ◆ Speed Limit Ordinance on Delta Drummond road
- ◆ Comprehensive Plan 2030 Adoption Ordinance

9.5 Mechanism to Measure Progress

Wisconsin's Comprehensive Planning law requires that the implementation element provide a mechanism to measure the community's progress toward achieving all aspects of the comprehensive plan. The following tool can be used to measure the town's progress towards achieving the goals, objectives, and policies identified within the comprehensive plan. Policies, located in the left-hand column of the tool, are the lowest level of measurement for achieving goals and objectives. The effective pursuit of these policies will therefore lead to the implementation of the town's goals and objectives. Indicators, located in the middle column of the table, offer a means to measure policy implementation. This mechanism should be used when the plan is reviewed, evaluated, or updated and on an as needed basis.

Issues and Opportunities

Policy	Indicator of Policy	Purpose
The Town of Delta will conduct all business related to land use decision making by utilizing an open public process and by giving due consideration to its comprehensive plan.	Meeting notification process used. Number of meetings in which plan was utilized.	To ensure the public is given the opportunity to be involved and effect decision making. To maintain the effectiveness of the plan.
The Town of Delta Comprehensive Plan will maintain consistency with State of Wisconsin comprehensive planning requirements.	Number of amendments made to the plan. Number of plan reviews that were conducted to ensure statutory compliance. Number of successful challenges to town land use decisions.	To maintain compliance with statutory requirements.

Housing

Policy	Indicator of Policy	Purpose
The Town of Delta will work cooperatively with the county and neighboring communities to plan for the housing needs of its aging population, as the ability to meet this need within the town is very limited by lack of access to medical facilities and other services.	Number of meetings or discussions held with other units of government.	To meet the needs of an aging population in an effective and cost effective manner.
Mobile and manufactured homes shall be constructed to meet federal, state and county standards and shall feature designs similar to stick-built homes.	Number of homes not in compliance.	Community aesthetics, assures safety and building compliance to codes.

Transportation

Policy	Indicator of Policy	Purpose
Developers shall bear the costs of constructing new roads to town standards before any new road is accepted by the town.	Number of roads funded by developers, number funded by town.	To ensure the town is not funding development and reduce overall tax burden.
New roads should be designed and located in such a manner as to maintain and preserve natural topography, cover, significant landmarks, and to preserve views and vistas.	Location of new roads and features that are present.	To maintain community character and preserve valuable resources and natural features.

The Town of Delta will utilize erosion control and other appropriate best management practices when conducting road improvement work.	Type of efforts made to control erosion.	To minimize the effects of erosion while allowing improvement work to be completed.
Roads that serve multiple improved properties may be constructed to town standards, and private access points shall conform to the Town of Delta Driveway Ordinance.	Number of roads not to town standards, number not in conformance with ordinance.	To ensure safe access to local properties and consistency throughout the town.

Utilities and Community Facilities

Policy	Indicator of Policy	Purpose
The Town of Delta will consider both the impacts to local property taxes and to the quality of life for its residents and visitors when reviewing any proposed change to the provision of town facilities or services.	Review process that was used, level of citizen involvement and consideration made.	To control local taxes and ensure a fair and equitable process of funding projects.
The Town of Delta will utilize an open public process and a planned approach when considering the use of town roads, rights-of-way, or lands as recreational trails for both motorized and non-motorized uses.	Level of citizen involvement, meeting process and outreach efforts used.	To ensure citizen input is included in the process and town land is used for a beneficial purpose.

Agricultural, Natural, and Cultural Resources

Policy	Indicator of Policy	Purpose
The Town of Delta will direct future development to areas that minimize negative impacts to productive forests, farmland, unique historic and cultural features, and environmentally sensitive areas including wetlands, floodplains and surface waters.	Type and amount of land lost to development.	To protect natural features, productive resource base, viability of forest economy, and community character.
The Town of Delta will work cooperatively with lake associations to resolve surface water use issues (watercraft regulations, balancing quiet uses with powered uses, etc.), as the ability of the town to address these issues directly is limited.	Number of meetings or discussions held with lake associations.	To resolve water issues with stakeholder involvement and increase probability of finding mutual solutions.

Economic Development

Policy	Indicator of Policy	Purpose
The Town of Delta will utilize design review criteria when reviewing proposals for new commercial and industrial uses within the Town Center preferred land use areas.	Review process used, objectivity and consistency of criteria applied.	To maintain community character and the overall intent of the Town Center preferred land use.
The Town of Delta will consider compatibility with neighboring land uses when reviewing proposals for new business uses (including home based businesses) outside of the Town Center preferred land use area, but site and building design will not be a primary consideration.	Location and types of development allowed, review process that was utilized.	To allow for economic development while ensuring compatible land use. To protect property value.

Intergovernmental Cooperation

Policy	Indicator of Policy	Purpose
The Town of Delta will work to maintain positive relationships with the surrounding towns, with Bayfield County, and with state and federal agencies.	Contacts made with other jurisdictions, level of involvement.	To promote coordinated planning and development and overall good working relationships.
Neighboring communities and districts will be invited to any future meetings in which amendments or updates to the comprehensive plan that apply to them are made or discussed.	Invitations extended, contacts made with other communities and districts.	To reduce future conflicts and promote cooperative relationships.
The Town of Delta will work toward recording all intergovernmental agreements in writing including joint road maintenance agreements.	Number of agreements formally made and number lacking a written agreement.	To reduce chances of litigation and clearly state expectations and obligations.

Land Use

Policy	Indicator of Policy	Purpose
All proposed development shall be reviewed for consistency with the comprehensive plan.	Level of review and use of plan in development decision process.	To maintain the integrity and purpose of the comprehensive plan.
The Town of Delta will utilize its preferred land use classifications and map when reviewing development proposals.	Level of review and use of maps and classification in decision process. Objectivity and consistency of review process.	To ensure the proper implementation of the plan.

Implementation

Policy	Indicator of Policy	Purpose
Town policies, ordinances, and decisions shall be made in conformance with the comprehensive plan to the fullest extent possible.	Number of decisions made that were not in conformance.	To maintain the integrity and purpose of the comprehensive plan.
The Town of Delta will consider the regulatory and administrative impacts associated with any proposed implementation tool and adopt only those tools that are reasonable and cost-effective.	Level of review and discussion used before the implementation of a tool.	To allow for ease of implementation of the plan and minimal unneeded regulation.
The Town of Delta will work cooperatively with Bayfield County for the cost-effective delivery of comprehensive zoning.	Meetings and discussions held, cooperation extended.	To continue beneficial relationship with county and minimize cost to tax-payers.
The Town of Delta will review conditional use, special use and rezone requests for their conformance to the comprehensive plan when making recommendations to the Bayfield County Zoning Committee and County Board of Supervisors.	Number of reviews and level of scrutiny applied. Objectivity and consistency of review process.	To maximize opportunities to realize the town plan through county zoning decisions.
The Town of Delta should provide an opportunity for an annual review of the performance of the comprehensive plan.	Number of reviews completed.	To ensure that the plan continues to function effectively for the town.
If the town experiences substantial land use or land use regulation changes within the planning period, maps which represent these features should be updated to ensure the most accurate information is utilized in community decision making.	Amount of changes that should be made, number of map adjustments that have been made.	To ensure the most accurate information is utilized in community decision making.
Any plan elements, which are later to be found overly vague or unscientific, will be adjusted to ensure the plan's effectiveness and reduce possibilities of related litigation.	Number of adjustments that have been made, conflicts or litigation that has resulted.	To ensure the plan's effectiveness and reduce possibilities of related litigation.

9.6 Planning Element Integration and Consistency

Wisconsin's Comprehensive Planning law requires that the implementation element describe how each of the nine elements of the comprehensive plan will be integrated and made consistent with the other elements of the plan. The planning process that was utilized to create the *Town of Delta Year 2030 Comprehensive Plan* required all elements of the plan to be produced in a

simultaneous manner. No elements were created independently from the other elements of the plan, therefore eliminating the threat of inconsistency. There are no known inconsistencies within the plan or individual elements or between goals, objectives, policies, and recommendations.

The Action Plan and land use policies are two components of the plan that were specifically designed to ensure planning element integration and consistency. The Action Plan, found in the *Implementation* element, brings together the recommendation statements of all nine elements in a chronological sequence. The land use policies, found in the *Land Use* element, advise that land use decisions are made not only based on the conditional use/special use review criteria, but also for consistency with the comprehensive plan as a whole.

Over time the potential for inconsistency between the plan and existing conditions could increase, therefore requiring amendments or updates to be made, as discussed within the following section. Over time, additional plans regarding specific features within Delta may also be developed (i.e., outdoor recreation plan, forest management plan). The process used to develop any further detailed plans should be consistent with the comprehensive plan.

9.7 Comprehensive Plan Amendments

The Town of Delta should regularly evaluate its progress toward achieving the goals, objectives, policies, and recommendations within the comprehensive plan. It may be determined that amendments are needed to maintain the effectiveness and consistency established within the plan. Amendments are minor changes to the overall plan and should be done after careful evaluation in a non-accommodating manner to maintain the plan as a planning tool upon which decisions are based.

According to Wisconsin's Comprehensive Planning law, the same process that was used to initially adopt the plan shall also be used when amendments are made. The town should be aware that as more Wis. Stats. 66.1001 compliant plans are developed within the state, the amendment procedure may be clarified or changed and should therefore be monitored.

Should the Town of Delta elect to come into full compliance with Wisconsin's Comprehensive Planning law at a later date, the following steps must then be followed for plan amendments as required by Wis. Stats. 66.1001(4). Following these steps as closely as possible is advisable for any plan amendments even prior to coming into compliance with 66.1001.

- ◆ The established public participation procedures must be followed and need to provide an opportunity for written comments to be submitted by members of the public to the Town Board and for the Town Board to respond to such comments.
- ◆ The Plan Commission recommends its proposed comprehensive plan amendment to the Town Board by adopting a resolution by a majority vote of the entire Plan Commission. The vote shall be recorded in the minutes of the Plan Commission. The resolution shall refer to maps and other descriptive materials that relate to one or more elements of the comprehensive plan.

- ◆ One copy of the comprehensive plan amendment adopted by the Plan Commission for recommendation to the Town Board is required to be sent to: (a) every governmental body that is located in whole or in part within the boundaries of the town, including any school district, sanitary district, public inland lake protection and rehabilitation district, or other special district; (b) the clerk of every city, village, town, county, and regional planning commission that is adjacent to the town; (c) the Wisconsin Land Council; (d) after September 1, 2003, the Department of Administration; (e) the Regional Planning Commission in which the town is located; (f) the public library that serves the area in which the town is located.
- ◆ Following publication of a Class I notice, hearings will be held to adopt amendments to the ordinance. Ordinance approval requires a majority vote of the Town Board. The ordinance will then be filed with the public library that serves the community and the clerk of all adjacent local governmental units. The final plan report or amendment must then be sent to the same distribution list as received the recommended comprehensive plan amendment.

9.8 Comprehensive Plan Update

Wisconsin’s Comprehensive Planning law requires that the comprehensive plan be updated at least once every 10 years. An update requires revisiting the entire planning document. Unlike an amendment, an update is often a substantial re-write of the text, updating of the inventory and tables, and substantial changes to maps, if necessary. The plan update process should be planned for in a similar manner as was allowed for in the initial creation of this plan including similar time and funding allotments. State statutes should also be monitored for any changes and new or removed language.

9.9 Implementation Policies and Recommendations

Implementation policies and recommendations build on the goals and objectives of the entire plan by providing more focussed responses to the issues that the town is concerned about. Policies and recommendations become the tools that the town can use to aid in making land use decisions.

Policies identify the way in which activities are conducted in order to fulfill plan goals and objectives. Policies that direct action using the words “will” or “shall” are advised to be mandatory and regulatory aspects of the implementation of the *Town of Delta Year 2030 Comprehensive Plan*. In contrast, those policies that direct action using the word “should” are advisory and intended to serve as a guide.

Recommendations are specific actions or projects that the town should be prepared to complete. The completion of these actions and projects is consistent with the town’s policies, and therefore will help the town fulfill the comprehensive plan goals and objectives.

Policies

- ◆ Town policies, ordinances, and decisions shall be made in conformance with the comprehensive plan to the fullest extent possible.

- ◆ The Town of Delta will consider the regulatory and administrative impacts associated with any proposed implementation tool and adopt only those tools that are reasonable and cost-effective.
- ◆ The Town of Delta will work cooperatively with Bayfield County for the cost-effective delivery of comprehensive zoning.
- ◆ The Town of Delta will review conditional use, special use, and rezone requests for their conformance to the comprehensive plan when making recommendations to the Bayfield County Zoning Committee and County Board of Supervisors.
- ◆ The Town of Delta should provide an opportunity for an annual review of the performance of the comprehensive plan.
- ◆ If the town experiences substantial land use or land use regulation changes within the planning period, maps which represent these features should be updated to ensure the most accurate information is utilized in community decision making.
- ◆ Any plan elements, which are later to be found overly vague or unscientific, will be adjusted to ensure the plan's effectiveness and to reduce possibilities of related litigation.

Recommendations:

1. Meet with Bayfield County officials to communicate the town's intended implementation strategy and to request the cooperation of applicable county departments.
2. Review the comprehensive plan annually for performance on goals, objectives, and policies, for availability of updated data, and to provide an opportunity for public feedback. This review does not need to be as detailed or as formal as the comprehensive review required every 10 years.
3. Conduct a comprehensive review of the plan at least once every 10 years. All components of the plan should be reviewed for applicability and validity.
4. Monitor the deadline for compliance with Wisconsin's Comprehensive Planning law (currently January 1, 2010) and take action to fulfill the procedural requirements of the law prior to the deadline. The plan must be adopted by ordinance to comply, and holding an additional public hearing is advisable. See Appendix C for a sample ordinance.