

CHAPTER 9

IMPLEMENTATION

BURKE TOWN
HALL PARK
DEDICATED TO THE RESIDENTS
OF THE TOWN OF BURKE
SEPTEMBER 18, 1999

PARK COMMISSION
KEVIN VINEY - CHAIRMAN
TONY BRUNO
JIM WHITESIDE
TARA VRAHMAN
BERT WILSON
BERNIE RALTMANN
BOB THOMAS

BURKE TOWN BOARD
DAVID WIGANOWSKY - CHAIRMAN
BARB HENNINGS
KEN BEDKER
KEVIN VINEY
DEB STENSON



IMPLEMENTATION

The implementation chapter outlines specific actions to be completed for implementation of this Plan.

Actions include proposed changes to any applicable zoning ordinances, official maps, or subdivision ordinances, and to implement the objectives, policies, plans and programs contained in this plan. This chapter describes how each of the elements of this Plan will be integrated and made consistent with the other elements of the comprehensive plan, and includes a mechanism to measure the Town's progress toward achieving all aspects of this Comprehensive Plan. Furthermore, this chapter includes a process for updating this Plan once before the Town's dissolution in 2036 as outlined by the Cooperative Plan.

PLAN ADOPTION PROCESS

The Town of Burke Comprehensive Plan was adopted following procedures specified by Wisconsin's "Smart Growth," or comprehensive planning legislation. This included public participation throughout the process; a Town Plan Commission recommendation; distribution of the recommended Plan to affected local, county, and state governments; a formal public hearing; and Town Board adoption of the Plan by ordinance. Specifically, the Town used the following procedure to adopt (and if necessary, will use to amend) this Plan:

- a) Either the Town Board or Plan Commission initiates the proposed Comprehensive Plan update or amendment. This may occur as a result of a regular Plan Commission review of the Plan or may be initiated at the request of a property owner or developer.
- b) The Town Board adopts a resolution outlining the procedures that will be undertaken to ensure public participation during the plan update or amendment process (Statutes Section 66.1001(4)a).
- c) The Town Plan Commission prepares or directs the preparation of the plan update or specific text or map amendment to the Comprehensive Plan.
- d) The Town Plan Commission holds one or more public meetings on the Proposed Comprehensive Plan update or amendment. Following the public meeting(s), the Plan Commission makes a recommendation by resolution to the Town Board by majority vote of the entire Commission (see Section 66.1001(4)b of Statutes and model resolution in this Plan.
- e) The Town Clerk sends a copy of the recommended Plan update or amendment to all adjacent and surrounding jurisdictions as required under Section 66.1001(4)b, Wisconsin Statutes. These governments should have at least 30 days to review and comment on the recommendation. Nonmetallic mine operators, any person who has registered a marketable nonmetallic mineral deposit with the local government, and any other property owner or leaseholder who has requested notification in writing must be informed through this notice procedure. These governments and individuals should similarly have at least 30 days to review and comment on the recommended Plan update or amendment.
- f) The Town Clerk directs the publishing of a Class 1 notice, with such notice published at least 30 days before a Town Board public hearing and containing information required under Section



66.1001(4)d, Wisconsin Statutes.

- g) The Town Board holds a formal public hearing on an ordinance that would incorporate the proposed update or amendment.
- h) Following the public hearing, the Town Board approves (or denies) the ordinance adopting the proposal. Adoption must be by a majority vote of all members. The Town Board may require changes from the Plan Commission recommended version of the proposal.
- i) The Town Clerk sends a copy of the adopted ordinance and Plan update or amendment to all adjacent and surrounding government jurisdictions and metallic mine operators, any person who has registered a marketable nonmetallic mineral deposit with the local jurisdictions, and any other property owner or leaseholder who has requested notification in writing as required under Section 66.1001(4)b and c, Wisconsin Statutes.
- j) The Town Clerk sends copies of the adopted Plan update or amendment to the Dane County Planning and Development Department for incorporation, as appropriate, into the County's Comprehensive Plan.

IMPLEMENTATION RECOMMENDATIONS

Table 23 provides a detailed list and timeline of the major actions that the Town may take to implement the Comprehensive Plan. These actions will require substantial cooperation with other jurisdictions and, often, property owners. Other Town government priorities, time constraints, and budget constraints may affect the completion of the recommended actions in the timeframes presented. The table has three different columns of information, described as follows:

- **Category:** The list of recommended actions is divided into six different categories generally based on different chapters of this Plan.
- **Implementation Programs and Recommendations:** The second column lists the actual actions recommended to implement key aspects of this Plan. The recommendations are for Town actions that might be included, for example, in annual work program or as part of the annual budgeting process.
- **Implementation Timeframe:** The third column responds to the State comprehensive planning law, which requires implementation actions to be listed in a "states sequence." The suggested timeframe for completion of each recommendation reflects the priority attached to the recommendation. Suggested implementation timeframes are all within the next 10 years (and not the full 20-year planning period), because this Plan will need to be updated by 2024.



TABLE 23: RECOMMENDED IMPLEMENTATION PROGRAMS AND ACTIONS

| Category | Implementation Programs and Recommendations | Implementation Timeframe |
|--|---|---|
| Intergovernmental Cooperation (chapter two) | Provide a copy of this Comprehensive Plan and all subsequent amendments to surrounding and overlapping governments. | 2013 and as amended |
| | Encourage Dane County Board adoption of this Comprehensive Plan as presented. | 2013 - 2014 |
| | Update the Comprehensive Plan. | 2023 - 2024 |
| Agriculture, Natural, and Cultural Resources (chapter three) | Work with Dane County, the WDNR, and surrounding municipalities to preserve, enhance and promote local and regional natural resources for tourism. | 2013 and ongoing |
| | Direct large-scale development away from active agricultural uses and environmentally sensitive areas. | 2013 and ongoing |
| | Work cooperatively with neighboring municipalities and the WDNR to maintain the quality of the Town’s water resources | 2013 and ongoing |
| | Cooperate with the County on a comprehensive survey of historic and archeological resources and the promotion of cultural heritage tourism. | 2013 and ongoing |
| Land Use (chapter four) | Work with Dane County, the Capital Area Regional Planning Commission, and surrounding municipalities to update the land use inventory and maps. | 2015 and in five year increments subsequently |
| | Update land division/subdivision code. | 2014 – 2015 |
| | Update and Implement Design Review Guidelines. | 2014 – 2015 |
| Transportation (chapter five) | Support appropriate improvements to existing highways. | 2013 and ongoing |
| | Work with local property owners, the WDNR, and surrounding municipalities to promote both on-street and off-street bicycle and pedestrian facilities. | 2013 and ongoing |
| | Work with the County and surrounding jurisdictions on transportation options for those without access to vehicles and to link residents to programs. | Ongoing |
| | Work with the County and State to promote the preservation of unique and scenic roadways | Ongoing |
| Utilities & Community Facilities (chapter six) | See Table 19 in the Utilities & Community Facilities Chapter. | |
| Housing & Neighborhood Development (chapter seven) | Cooperate with surrounding municipalities to plan for and preserve a sufficient supply of developable land for housing. | Ongoing |
| | Cooperate with surrounding municipalities on development review to support context sensitive design and encourage cluster development. | Ongoing |
| Economic Development (chapter eight) | Support appropriate improvements to Interstate 39/90/94 and existing State and County Highways to benefit Town business opportunities. | 2013 and Ongoing |
| | Implement enhanced design standards for commercial development. | 2014 – 2015 |
| | Work with surrounding municipalities to plan for and guide intensive development into planned development areas. | Ongoing |



PLAN MONITORING AND USE, AMENDMENTS, AND UPDATE

Plan Monitoring and Use

The Town should continuously evaluate its land use decisions (private development proposals, public investments, regulations, incentives, etc.) against the recommendations of this Comprehensive Plan. This Plan should be used as the first “point of reference” when evaluating all proposals related to land use and development.

Plan Amendments

Amendments to this Comprehensive Plan may be appropriate in the year following Plan adoption and in instances where the Plan becomes irrelevant or contradictory because of emerging policy or trends. “Amendments” are generally defined as minor changes to the Plan document or maps. Frequent amendments to accommodate specific development proposals should be avoided.

The state comprehensive planning law requires that the Town use the same process to amend, add to, or update the Comprehensive Plan as it used to initially adopt the Plan. This does not mean that the public participation process in the Comprehensive Plan needs to be replaced. It does mean that the procedures, defined under Section 66.1001(4), Wisconsin State Statutes and outlined in the Plan Adoption Process above, need to be followed.

Plan Update

Once adopted, the Town should regularly evaluate its progress towards achieving the recommendation of this Comprehensive Plan, and amend and update it as appropriate. The state comprehensive planning law requires that this Plan be updated at least once every 10 years. As opposed to an amendment, an update is often a substantial re-write of the plan document and maps. This plan is an update to the 1999 Land Use Plan and complements the 2007 Cooperative Plan, which will dissolve the Town by 2036. Based on this timeframe, the Town should evaluate the need to update this Comprehensive Plan during 2023-2024 and again in 2033-2034, before dissolution. The Town will also monitor any changes to the language or interpretations of the state law over the next several years.

CONSISTENCY AMONG PLAN ELEMENTS

Wisconsin Statutes require that after January 1, 2010, all programs and actions of the Town that affect land use and development (e.g., zoning, land divisions, annexations, building permits) must be consistent with an adopted comprehensive plan that meets minimum requirements. The Statutes do not provide guidance on how to determine if zoning and land division actions are, in fact, “consistent” with the Plan. The chapters of this Plan were prepared simultaneous to minimize the potential for inconsistency, and this Plan was adopted with no known internal inconsistencies between the different elements of this Plan. The Town will regularly evaluate community issues and Board and Plan Commission decisions to identify



circumstances not anticipated with drafting the Plan document, and may proposed updates as outlines above.