



CHAPTER 10

IMPLEMENTATION

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INTRODUCTION

A Smart Growth Comprehensive Plan serves a community by establishing priorities for the future, evaluating available resources, and providing a means for addressing change. The purpose of the planning effort is to develop a plan that will guide both public and private decisions. In order to follow the plan as described in the previous chapters, it is necessary to implement the goals, strategies, and objectives as outlined on a continual basis. If a plan is to be successful, it must be implemented meaningfully and aggressively.

This chapter briefly discusses the roles and responsibilities of the Town of Algoma with respect to implementing, maintaining, and updating the comprehensive plan. Framing concepts and strategies are located in each chapter as they relate to the goal, and action steps are addressed in this chapter.

GOAL

Assure a system of effective and orderly growth and development processes that leads to achieving the established vision for the community.

ROLE OF THE PLAN

All land use controls governing the Town of Algoma must be consistent with the adopted comprehensive plan. The Town's Planning Commission is responsible for ensuring this plan is used as a guide to update and/or replace ordinances in order to reflect the goals of this plan. When the Plan Commission reviews any petitions for development, the plan should be reviewed; any recommendations for future development must be based on the identified goals, strategies, recommendations, visions, and proposed land use patterns within this plan. If the Planning Commission must ultimately make a decision inconsistent with the plan, the plan must be amended to reflect the change in policy. Other plans, such as the Park and Open Space Plan, serve as implementation tools for the comprehensive plan.

RESPONSIBILITY

BOARD

When facing land use proposals, the Planning Commission and Board members will have to make complex decisions based upon the comprehensive plan, the goals of the applicant, technical advice from staff, citizen input, and their own judgment on the specific development. The comprehensive plan provides much of the factual information a Board member will need for decision making. Board members must familiarize themselves with the contents and overall goals of the plan in order to assure the plan is reflecting the long-term vision of the Town.

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PLANNING COMMISSION

The powers and duties of Planning Commissions have been established by Wisconsin Statutes. The Town of Algoma Planning Commission is the primary entity responsible for implementing and updating this comprehensive plan. Commission members should be knowledgeable about the contents, visions, goals, strategies and recommendations of the comprehensive plan.

Moreover, the Planning Commission must promote active citizen participation in future planning efforts and should strive to keep the citizens and elected officials informed of any technical issues and proceedings regarding current planning issues. The Planning Commission is responsible for periodic amendments to the comprehensive plan so regulations and ordinances are in compliance with plan. Likewise, the Planning Commission must review all new and existing ordinances to verify they are compliant with the goals, strategies and recommendations of the comprehensive plan.

CONSISTENCY

According to the Wisconsin State Statutes Section 66.1001(1) (am) consistent with means “furthers or does not contradict the objectives, goals, and policies contained in the comprehensive plan”.

INTERNAL CONSISTENCY¹

Beginning on January 1, 2010², if a local governmental unit enacts or amends any of the following ordinances, the ordinance shall be consistent with that local governmental unit's comprehensive plan³: official mapping; local subdivision; county, city, village and town zoning; shorelands or wetlands in shoreland zoning.

In 2015, Wisconsin Act 391 was signed into law. Section 17 of Act 391 created a new section of the Wisconsin Statutes that says “A conditional use permit that may be issued by a political subdivision does not need to be consistent with the political subdivision’s comprehensive plan”. While it might seem that the enactment of Act 391 changed the consistency requirement, it did not since the issuance of a conditional use permit is not the enactment or amendment of an ordinance. Additionally, if community chooses, they are still able to list consistency with the comprehensive plan as evaluating applications for conditional uses, since this is a local decision, and not a state mandate.

¹ Perspectives on Planning, May 2016, Department of Urban and Regional Planning University of Wisconsin-Madison/Extension. 2015 Wisconsin Act 391: Consistency Revisited, by Brian W. Ohm.

² *Wisconsin Act 372* delays the consistency requirement until January 1, 2012 for local governments who applied for but not received a comprehensive planning grant from the WDOA. It also gives WDOA discretionary authority to grant consistency extensions to grant local governments who have received a comprehensive planning grant.

³ Wisconsin State Statutes 66.1001(3).

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While not included in the Wisconsin State Statutes Section 66.1001, other sections of the State Statutes also require some type of consistency/conformity/accord/relationship with comprehensive plans. Tax increment financing districts⁴ must be in “conformity” with the comprehensive plan; construction site erosion control and storm water management ordinances must “accord and be consistent with any comprehensive zoning plan”⁵; architectural conservancy districts, business improvement districts, and neighborhood improvement districts must have a “relationship” to the comprehensive plan;⁶ and urban redevelopment plans must be in “accord” with the comprehensive plan.⁷

EXTERNAL CONSISTENCY

It is not only important to maintain internal consistency, but communities should also be aware of other planning documents and their relevance to the community’s comprehensive plan. An attempt should be made to maintain consistency with these plans, if possible. Some types of plans include state transportation plans, regional plans, county plans and local comprehensive plans and other planning documents.

OTHERS

Cooperative boundary agreement plans need to describe how they are consistent with each participating municipalities’ comprehensive plan;⁸ while counties and regional planning commissions are allowed to comment on the effect that the cooperative boundary agreement may have on the county development plan or regional master plan. Water supply plans must include an analysis of how the plan supports and is consistent with any applicable comprehensive plan; farmland preservation plans must be “consistent with the comprehensive plan”;⁹ and cities, villages, towns and counties “may deny an application for approval of a wind energy facility if the proposed site “is in an area primarily designated for future residential or commercial development, as shown in a map that is adopted, as part of a comprehensive plan ... before June 2, 2009, or as shown on such maps after December 31, 2005, as part of a comprehensive plan” update.¹⁰

MONITORING PROGRESS

It is the Planning Commission’s responsibility to monitor the progress of the implementation of the comprehensive plan using the Framing Concepts within each chapter and the action steps within this Implementation Chapter. The progress of the plan should periodically be reported to

⁴ Wis. Stat. §§66.1105(4)(g) for cities and villages and 60.85(3)(g) for towns.

⁵ Wis. Stat. §59.693(6) for counties, Wis. Stat. §60.627(5) for towns, Wis. Stat. §61.354(5) for villages, Wis. Stat. §62.234(5) for cities.

⁶ Wis. Stat. §§66.1007(1)(f)4; 66.1109(1)(f)4; and 66.1110(2)(d).

⁷ Wis. Stat. §66.1303(3)(b).

⁸ Wis. Stat. §66.0307(3)(c).

⁹ Wis. Stat. §91.10(1)(f).

¹⁰ Wis. Stat. §66.0401(4)(f)2.

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the Town Board. Additionally, the Planning Commission should annually review the goals, strategies, policies and actions and address any conflicts which may arise between the elements of the plan.

UPDATING THE PLAN

A comprehensive plan must be updated at least once every ten years.¹¹ However, it is strongly recommended that the Planning Commission annually review both the implementation schedule and current planning decisions to ensure compliance with the overall goals of the plan and continued consistency with the overall vision of the community. This annual review should also be used to determine if a “major” plan amendment is required.

The comprehensive plan is a dynamic document. The plan should be updated when new demographic, economic, and housing data are released by the U.S. Census Bureau. It is anticipated that the land use element will likely require updating over the course of the plan due to growth and change that the Town may experience. Other elements are less likely to need updates. Furthermore, as community values change, some goals, strategies, policies and actions may no longer be relevant. The update to a plan should take less time than the full comprehensive planning process, but should include public participation.

ADOPTING THE PLAN OR UPDATE

As directed by Wisconsin State Statutes 66.1001(4), any plan commission or other body of a local governmental unit authorized to prepare or amend a comprehensive plan shall adopt written public participation procedures that foster public participation, adopt a resolution by a majority vote of the entire commission or governmental unit. The vote shall be recorded in the official 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.

The Town Board and Planning Commission may spend time reviewing, revising and requesting revisions to the recommended plan. The Town Board shall draft an ordinance adopting the plan and publish a class 1 public notice 30 days prior to the hearing on the proposed ordinance to adopt the final “recommended plan”. The Town Board must provide an opportunity for written comments to be submitted by public and there must be a response to those comments. In addition, a public hearing must be held on the ordinance. By majority vote, the Town Board must approve the ordinance. One copy of the adopted comprehensive plan, or an amendment to the plan, shall be sent to the following:

¹¹ Wisconsin State Statutes 66.1001(2)(i).

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- every governmental body that is located in whole or part within the boundaries of the local governmental unit (county, utility districts, school districts, sanitary districts, drainage districts);
- the clerk of every local governmental unit that is adjacent to the local governmental unit that is the subject of the plan that is adopted or amended;
- the Wisconsin Department of Administration (notification required, only);
- East Central Wisconsin Regional Planning Commission; and
- the public library that serves the area in which the local government unit is located.

FRAMING CONCEPTS AND STRATEGIES

10a: PLAN CONSISTENCY

The comprehensive plan was developed sequentially with supportive goals, framing concepts, policies, strategies and action items. Hosting a Community Workshop and additional Plan Committee discussions assisted in the identification of key issues for each of the nine elements of the plan. This information, combined with analyses of data, was used to create a desired “overall” vision, and goals for each comprehensive planning element were developed. The identified vision, goals, framing concepts, policies, strategies and action items expressed in this plan were used to prepare the Future Land Use Map (Map 10-1).

Beginning January 1, 2010, all local governments engaging in any of the following land use related actions must ensure that these actions are consistent with their local comprehensive plan: official mapping, local subdivision regulation, zoning ordinances, and zoning of shorelands or wetlands in shoreland areas. Thus, if a governmental unit engaged in subdivision regulation or zoning, such actions are required to have some undefined measure of consistency with the plan. For example, if a residential subdivision were approved, that subdivision must be consistent with the plan. Likewise, the application of the zoning ordinance, or any amendment thereto or variance therefrom, must be consistent with the plan.

The law did not initially define the meaning of “consistent with”, however; within months of passage, several amendments were made to these provisions. One of which adds a definition of “consistent with” to mean “furthers or does not contradict the objectives, goals, and policies contained in the comprehensive plan” (66.1001(1)(am)).

Strategy 10a-1: Maintain internal consistency through a standard review process for all listed actions against the nine elements of the comprehensive plan.

Strategy 10a-2: Maintain external consistency through a standard review process against other existing plans for neighboring communities and overlapping jurisdictions.

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Existing Plans to Consider for External Consistency Review

State Plans:

- Connections 2050 Long Range Transportation Plan (currently being updated)
- Connections 2030 Long Range Transportation Plan (multi-modal transportation plan)
- Wisconsin State Airport System Plan 2030
- Wisconsin Rail Plan 2030
- Wisconsin State Freight Plan
- Wisconsin State Bicycle Transportation Plan 2030

Regional Plans:

- ECWRPC - Comprehensive Plan, 2030 (adopted May 2008)
- ECWRPC - Oshkosh Sewer Service Area Plan
- ECWRPC – Omro Sewer Service Area Plan
- ECWRPC – Oshkosh MPO Long-Range Transportation & Land Use Plan
- GO Transit – Transit Development Plan

County Plans:

- Winnebago County Outdoor Recreation Plan
- Winnebago County Comprehensive Plan
- Winnebago County Farmland Preservation Plan
- Winnebago County Land and Water Resource Management (LWRM) Plan
- Winnebago County All-Hazard Mitigation Plan

Local Plans:

- Town of Omro Comprehensive Plan
- Town of Nekimi Comprehensive Plan
- Town of Greenville Comprehensive Plan
- City of Oshkosh Comprehensive Plan

10b: PLAN EVALUATION AND UPDATES

A comprehensive plan is meant to be a living document. It is prepared at a single point in time using information generated at that time. Moving forward, it is likely that some conditions will change from the paths which were projected or predicted (market forces, economics, demographics, etc.). There may also be changes in the opinions and attitudes of the Town of Algoma's residents and businesses with respect to meeting their needs and desires.

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Being prepared for change is critical to the planning process. Periodic review of new information, market trends and other forces which may alter land use decisions is a necessary part of any comprehensive planning process. Additionally, Wisconsin State Statutes call for periodic updates of the plan – at least once every 10 years – in order to revisit issues and opportunities associated with changing conditions.

As such, the Town of Algoma needs to place a high priority on monitoring and evaluating the goals, framing concepts, policies, strategies and action items which are contained in the plan. Alterations and amendments to these guiding statements may be required in the future and processes should be in place for which to examine and modify the plan's content when necessary.

Strategy 10b-1: Develop formalized procedures for the amendment and updates of the comprehensive plan.

Strategy 10b-2: Continually monitor development conditions and factors so as to proactively respond to changing social, economic and market conditions.

Strategy 10b-3: Complete an annual assessment of accomplishments and obstacles for completing the Action Steps outlined within this plan.

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**Town of Algoma Comprehensive Plan
Update 2040
Implementation Tables**

CHAPTER 2: ISSUES AND OPPORTUNITIES					
Type	Content	Responsibility	Timeframe	Priority	Measurement/Notes
Action Step 2a-1	The Plan Commission should prepare a more detailed "livability study" which evaluates a number of the variables listed to better understand their options and impacts. For example, an examination of factors related to housing such as new housing styles (co-housing arrangements, accessory units, etc.); how transit may better serve aging populations; the details of housing construction principles such as Universal Design; reducing site/building maintenance, or; how changes in the zoning regulations could improve affordability.	Planning Commission, Administrator	Mid-term		
Action Step 2a-2	Work with the development and the homebuilding community to encourage that all new housing be designed and constructed in a manner which is more "age friendly".	Planning Commission, Administrator	Short-term		
Action Step 2a-3	Review existing zoning ordinance for potential "age friendly" changes, including: the definitions associated with the term senior, use of floating zones, special use permits, or allowance of accessory dwelling units.	Planning Commission, Administrator	Short-term		
Action Step 2b-1	Improve website and services to allow for the translation of land use and development related activities to Spanish.	Clerk	Short-term		
Action Step 2b-2	Review ordinances, policies and processes related to land use and development activities for changes that improve equity and inclusivity during the engagement process.	Planning Commission, Administrator	Short-term		
Action Step 2b-3	Review ordinances, policies and processes for improvements that could remove barriers to transportation and employment for all residents.	Planning Commission, Administrator	Short-term		

CHAPTER 3: AGRICULTURAL/NATURAL RESOURCES					
Type	Content	Responsibility	Timeframe	Priority	Measurement/Notes
Action Step 3a-1	Ensure there is ongoing communication with property owners that reside at or near the urban and rural interface.	Clerk	Ongoing		
Action Step 3a-3	Enforce ordinances that are written to preserve the Town's natural areas.	Administrator, Planning Commission	Ongoing		
Action Step 3a-4	Maintain an inventory and condition of all Town natural areas.	Administrator, Planning Commission	Short-term		
Action Step 3a-5	Work with appropriate stakeholders to identify and maintain wetlands, floodplains, and watersheds with the Town.	Administrator, Planning Commission	Short-term		
Action Step 3a-6	Purchase the property around Honey Creek detention pond to utilize for stormwater management.	Planning Commission, Administrator	Mid-term		
Action Step 3b-1	Work with farmers and rural property owners on methods to reduce stormwater runoff from farm fields.	Administrator	Ongoing		
Action Step 3b-2	Monitor and inform property owners on the types of farming activities that are allowed with the Town.	Clerk	Short-term		

CHAPTER 4: HOUSING					
Type	Content	Responsibility	Timeframe	Priority	Measurement/Notes
Action Step 4a-1	Work to provide information to eligible homeowners on financial resources for home improvements and modifications.	Clerk	Ongoing		
Action Step 4a-2	Provide information to realtors on Town amenities, including local and county ordinances, stormwater initiatives, and drainage easements.	Clerk	Short-term		
Action Step 4a-3	Designate a variety of housing types within new mixed-use developments.	Planning Commission, Administrator	Mid-term		
Action Step 4a-4	Encourage future housing developments to include walking paths and recreational amenities.	Administrator	Mid-term		
Action Step 4a-5	Identify opportunities to include walking paths and recreational amenities within existing neighborhoods	Administrator	Project by project		
Action Step 4a-6	Encourage developers to build continuum of care facilities to allow residents to age in place and remain in the Town.	Administrator, Planning Commission	Long-term		

CHAPTER 5: TRANSPORTATION					
Type	Content	Responsibility	Timeframe	Priority	Measurement/Notes
Action Step 5a-1	Encourage the incorporation of bicycle and pedestrian facilities for any roads being proposed or improved.	Administrator, Developers, Planning Commission	Project by project		
Action Step 5b-1	Conduct an annual assessment of road and infrastructure conditions.	Administrator, Planning Commission	Annually		
Action Step 5b-3	Create a rolling 3-year maintenance program for roads and right of ways.	Administrator	Mid-term		

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Action Step 5b-4	Allocate funding on an annual or biennial bases to address road and right of ways improvements.	Administrator, Planning Commission	Annually		
Action Step 5b-5	Maintain plans for major road improvements within the Town's Capital Improvement Plan and Transportation Improvement Program in the Oshkosh Area Metropolitan Planning Organization.	Administrator, ECWRPC	Ongoing		
Action Step 5b-6	Apply for grant funding when available to help finance future road improvements.	Administrator, Treasurer	Short-term		
Action Step 5b-7	Work with the Wisconsin Department of Transportation to ensure there is safe access from and onto STH 21.	Administrator, Planning Commission, ECWRPC	Mid-term		
Action Step 5b-8	Maintain service contracts with Winnebago County Highway Department and private contractors to plow snow and maintain right of ways.	Administrator, Clerk	Annually		
Action Step 5b-9	Design and replace the wooden bridge connecting Rasmussen Road and Westbreeze Drive.	Administrator	Long-term		
Action Step 5b-10	Work with the Wisconsin Department of Transportation and the City of Omro to review the potential of designating STH 21 as an expressway.	Administrator, ECWRPC, WI DoT	Mid-term		
Action Step 5b-11	Work with East Central Wisconsin Regional Planning Commission or a consultant to complete a transportation utility study.	Administrator, ECWRPC	Long-term		

CHAPTER 6: COMMUNITY FACILITIES					
Type	Content	Responsibility	Timeframe	Priority	Measurement/Notes
Action Step 6a-1	Develop, implement and maintain a master plan for all community facilities (water, sanitary, storm, parks, streets & buildings) and integrate into regular updates of the Capital Improvements Plan.	Administrator	Mid-term		
Action Step 6a-2	Work with East Central Wisconsin Regional Planning Commission or a consultant to complete a stormwater utility study.	Administrator, ECWRPC	Long-term		
Action Step 6a-3	Complete a Staff Capacity Management Plan to obtain information on the likelihood of developing a police department.	Administrator, ECWRPC	Mid-term		
Action Step 6a-4	Continue to implement the Stormwater Management Plan 2018 to accommodate a growing population in the Town of Algoma.	Administrator	Ongoing		
Action Step 6a-5	Further develop the MS4 Drainage System in the Town of Algoma using the Stormwater Management Plan.	Administrator	Ongoing		
Action Step 6a-6	Inventory, assess, and create a maintenance schedule for Town-owned drainage easements.	Administrator	Annually		
Action Step 6a-7	Inventory, assess, and create a maintenance schedule for Town-owned drainage ponds.	Administrator	Annually		
Action Step 6a-8	Maintain membership in the Northeast Wisconsin Stormwater Consortium (NEWSC) to assist with meeting the conditions outlined in the Town's stormwater permit.	Administrator	Annually		
Action Step 6a-9	Distribute materials available through NEWSC to educate residents and property owners on best environmentally friendly practices to maintain their homes and yards.	Clerk	Ongoing		
Action Step 6a-10	Work with all utility providers to ensure there are sufficient service levels throughout the Town.	Clerk	Ongoing		
Action Step 6a-11	Update the 2009 Town of Algoma Park and Open Space Plan to align with the goals outlined in the Wisconsin Statewide Comprehensive Outdoor Recreation Plan.	Administrator, Planning Commission	Mid-term		
Action Step 6a-12	Apply for funding that can help invest in parks, trails and green space within the Town of Algoma to expand the environmental corridor past Town Hall Park, Jones Park, The Sheldon Nature Area, and Kewaunee Neighborhood Park.	Administrator, Treasurer	Mid-term		
Action Step 6a-13	Create improvement plans for each of the Town-owned parks and recreational amenities to expand for all groups and interests.	Administrator, Planning Commission	Mid-term		
Action Step 6a-14	Assess the need for an additional park in the western part of the town to include additional recreational opportunities and non-motorized paths.	Administrator	Mid-term		
Action Step 6a-15	Conduct a study to determine the Town's long-term facility and staffing needs and the type and composition of a future municipal complex to include location.	Administrator, ECWRPC	Short-term		
Action Step 6a-16	Maintain a current list of maintenance needs with cost estimates and include them as part of the annual budget and Capital Improvement Plan.	Administrator, Treasurer	Annually/ Ongoing		
Action Step 6a-17	Start the process of developing a new municipal complex for the Town of Algoma. Establish a committee of town officials and residents to oversee the project.	Administrator, Planning Commission	Long-term		
Action Step 6a-18	Review annually policing and ambulance service contracts with the Winnebago County Sheriff's Oshkosh and Oshkosh Emergency Medical Service.	Administrator	Annually		
Action Step 6a-19	Design and budget for stormwater management facilities consistent with adopted stormwater management plans that have been or will be prepared /amended.	Administrator, Planning Commission	Mid-term		

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Action Step 6a-20	Analyze and review ways to retain and control water in Honey Creek and its tributaries to ensure that excessive volumes of rain will not flood the SW quarter of the Town of Algoma. The northern end of the town near Horse Shoe Road should also be looked at for ways to reduce flooding. Any mitigation project resulting from this analysis would also allow safer water flows to Lake Butte des Morts.	Administrator, Planning Commission	Mid-term		
Action Step 6a-21	Create a Storm Water Assessment for the Town of Algoma.	Administrator, Planning Commission	Mid-term		
Action Step 6a-22	Implement the recommendations for a regional detention pond system along Honey Creek (to Lake Butte de Morts) listed in The Stormwater Management Plan (McMahon v. 2018).	Administrator, Planning Commission	Mid-term		
Action Step 6a-23	Utilize and maintain the following detention ponds: EB4 Thackery Dr. Detention Basin, WB2-WB6 Highway 21 and Leonard Point Road Detention Basin, and Leonard Point Lane Detention Basin.	Administrator, Planning Commission	Ongoing		
Action Step 6a-24	Apply for mitigation funding to purchase NOAA weather radios for county residents.	Administrator, Planning Commission	Short-term		
Action Step 6a-25	Evaluate the need for constructing tornado shelters to serve vulnerable residents and construct facilities where needed.	Administrator, Planning Commission	Short-term		
Action Step 6a-26	Apply for federal and state grants to enhance the capability of local fire departments.	Administrator, Planning Commission	Short-term		

CHAPTER 7: ECONOMIC DEVELOPMENT

Type	Content	Responsibility	Timeframe	Priority	Measurement/Notes
Action Step 7a-1	Maintain membership in designated local, regional, and statewide organizations that can assist Algoma with promoting and facilitating business development.	Administrator	Annually		
Action Step 7a-2	Participate in local market studies to determine the best economic development opportunities for the Town.	Administrator	Short-term		
Action Step 7a-3	Maintain and distribute information on Algoma through both print materials and the Town's website.	Clerk, Administrative Assistant	Ongoing		
Action Step 7a-4	Promote infill development where municipal services are already present.	Administrator, Plan Commission	Ongoing		
Action Step 7a-5	Conduct a position and wage study every three years to ensure wages and benefits in the municipality remain competitive with surrounding communities.	Administrator, Treasurer, ECWRPC	Every 3 years		
Action Step 7a-6	Allocate funding in the annual operating budgets for the hiring of new staff to fill identified service gaps with necessary equipment and supplies to support those positions.	Administrator, Plan Commission, Board, Treasurer	Annually		
Action Step 7b-1	Ensure there is suitable land available for businesses within the Town's future land use map.	Administrator, Plan Commission	Short-term		
Action Step 7b-2	Establish and maintain appropriate economic development incentives.	Administrator, Treasurer	Annually		
Action Step 7b-3	Ensure all new development have the required infrastructure and stormwater mitigation facilities included in their overall site plan.	Administrator, Developer, Plan Commission	Project by project		
Action Step 7b-4	Work with realtors and business development staff to recruit new retail, commercial, and service businesses to the Town.	Administrator, Community Development	Ongoing		
Action Step 7b-5	Work with realtors and business development staff to identify suitable development for the redevelopment of the old quarry.	Administrator, Plan Commission, Board	Short-term		
Action Step 7b-6	Review development proposals for development of a business district or more commercial growth.	Administrator, Board, Plan Commission	Project by project		

CHAPTER 8: LAND USE

Type	Content	Responsibility	Timeframe	Priority	Measurement/Notes
Action Step 8a-1	Approve projects in the Planned Development District that align with surrounding land use categories and minimize conflict between land uses.	Planning Commission, Administrator	Ongoing		
Action Step 8a-2	Maintain current drainage easement maps for reference to educate property owners.	Planning Commission, Administrator	Ongoing		
Action Step 8a-3	Maintain current land use, zoning, and future land use maps for reference in future planning projects.	Planning Commission, Administrator	Ongoing		
Action Step 8b-1	Work to educate residents on the resources and processes, such as building permits that are in place to guide development and property.	Administrator, Clerk/Administrative Assistant	Ongoing		
Action Step 8b-2	Ensure there is green and open space included within new development.	Administrator, Planning Commission	Project by project		
Action Step 8b-3	Maintain current floodplains, wetlands, and watershed maps in order to identify sensitive natural areas and wildlife corridors.	Administrator, Planning Commission	Ongoing		
Action Step 8c-1	Approve projects that allow for redevelopment in the Town.	Administrator, Planning Commission	Project by project		

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CHAPTER 9: INTERGOVERNMENTAL COOPERATION					
Type	Content	Responsibility	Timeframe	Priority	Measurement/Notes
Action Step 9a-1	Meet regularly with the City of Oshkosh officials to discuss development and redevelopment within the extra territorial area.	Administrator	Ongoing		
Action Step 9a-2	Meet regularly with the Town of Omro officials to discuss development along the town's common border and future improvements to Leonard Point Road.	Administrator	Ongoing		
Action Step 9a-3	Work with Winnebago County to ensure both Town and County ordinances are followed when planning for new development and redevelopment of existing properties.	Administrator	Ongoing		
Action Step 9a-4	Attend intergovernmental meetings, such as those scheduled by Winnebago County Towns Association, Wisconsin Towns Association, Oshkosh Area MPO, Greater Oshkosh Economic Development Corporation for distribution of information and promote cooperation.	Administrator	Ongoing		
Action Step 9a-5	Establish and maintain contacts with Winnebago County that will promote cooperation, efficiency, and cost savings.	Administrator	Ongoing		
Action Step 9a-6	Consistently reach out to local media prior to land use decisions being made and utilize social media to share information.	Administrator	Ongoing		

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Type	Content	Responsibility	Timeframe	Priority	Measurement/Notes
Action Step 10a-1	To maintain internal consistency, any amendment to the plan should be accompanied with an overall review of all nine elements and their associated goals, framing concepts, policies, strategies and action items.	Administrator, Planning Commission	Ongoing		
Action Step 10a-2	Share proposed plan amendments with neighboring and overlapping jurisdictions to seek comment on issues relating to consistency with existing plans.	Administrator, Planning Commission	Ongoing		
Action Step 10b-1	Once per year evaluate progress on plan implementation activities and review major growth targets and changes in market conditions.	Board, Planning Commission, Administrator	Annually		
Action Step 10b-2	Every 5 years, review and update as necessary major growth targets and strategies and begin identifying plan elements that may need updating and/or enhancing.	Board, Planning Commission, Administrator	5 years (2025)		
Action Step 10b-3	Every 10 years, conduct a comprehensive update of the Comprehensive Plan and background elements as necessary.	Board, Planning Commission, Administrator	10 years (2030)		
Action Step 10b-4	Consider amendments to the plan not more than twice per year. Such amendment requests may come from a resident or property owner of the community or internally through the Planning Commission based on the particular issue at hand.	Board, Planning Commission, Administrator	Ongoing		
Action Step 10b-5	Develop a guidance document to use internally which contains criteria and direction for considering amendments to the Comprehensive Plan.	Planning Commission, Administrator	Short-term		
Action Step 10b-6	Hold periodic meetings (i.e. once per quarter) to proactively discuss issues and initiatives that will keep the Town of Algoma ahead of day to day issues (i.e., meetings with no 'regular' items of business that could focus on topics such as sustainability, affordable housing, autonomous vehicles, etc.).	Planning Commission, Administrator	Ongoing		
Action Step 10b-7	Amend the zoning and subdivision ordinances and other development related ordinances and zoning map to reflect the goals, framing concepts, policies, strategies and action items identified in this plan.	Board, Planning Commission, Administrator	Short-term		