



Comprehensive Planning Grant Program

Grant Closeout Form

Village of Amherst Junction,
Portage County, WI

This form for the Recommended Plan was revised January 2005

Department of Administration
Division of Intergovernmental Relations
101 E. Wilson Street, 10th Floor
Madison, WI 53702-0001
(608) 267-3369

DOA website: <http://www.doa.state.wi.us>

Comprehensive Planning Grant Program Grant Closeout Form

Purpose

The purpose of this form is to determine whether the requirements of the Comprehensive Planning Grant Program contract between a local government and the Wisconsin Department of Administration have been satisfied. [It is not a certification or evaluation of the plan.](#) In order to receive the final grant payment, the local government(s)¹ must fill out this form and submit it to the Wisconsin Department of Administration Division of Intergovernmental Relations (DOA-DIR). The form must be submitted twice: once with the submission of the draft “recommended” comprehensive plan and a second time when the final “adopted” plan, adopted by ordinance, is submitted. When the final plan is submitted, this form must contain the signature of the local government(s) lead official(s). The official’s signature certifies that the information provided on the form is true.

Table of Contents

Section 1: General Information	1
Section 2: Contents of a Comprehensive Plan - 9 Elements	2
Section 3: Procedural Requirements (s. 66.1001(4), Wis. Stats.)	17
Section 4: Application (s.16.965, Wis. Stats./Ch. Adm. 48, Wis. Admin. Code) and Contractual Requirements	18
Section 5: General Comments	22

¹ In the case of multi-jurisdictional grant contracts, each participating municipality must fill out a form and submit it to DOA-DIR.

Section 1: General Information

INSTRUCTIONS for Section 1: Local governments submitting either a draft comprehensive plan or final comprehensive plan should fill in the appropriate information below.

1. Unit of Government	Village of Amherst Junction
2. Other Participating Units	Portage County
3. Contact Information	Contact person Jeff Schuler Phone (715) 346-1334 E-mail schulerj@co.portage.wi.us
4. County(ies) located in	Portage County
5. Name of MPO (If Applicable)	No MPO
6. Award Year	2001
7. Contract Period	48 Months
8. Grant Award Amount	\$504,000
9. Title of Plan	Village of Amherst Junction Comprehensive Plan
10. Date DRAFT Plan Submitted to DOA	August 25, 2004
11. Date FINAL Plan Submitted to DOA	April 15, 2005
12. Local Official Signature²	<hr/> <p>Richard Pavelski, Village President</p> <p>I certify that the information provided is true and correct to the best of my knowledge.</p>
FOR OFFICE USE ONLY Date of Review: Reviewed by:	FOR OFFICE USE ONLY Summary of Comments:

² The local official signature is required at the time the final plan, adopted by ordinance, is submitted to DOA-DIR.

Section 2: Contents of a Comprehensive Plan - 9 Elements

INSTRUCTIONS for Section 2:

This section is organized into 9 different tables – one for each of the comprehensive plan elements. Preceding each table are instructions on how to fill in the table. The statutory language for each of the comprehensive plan elements is different. This means that the tables for each element are also different, with different subject matter and requirements. Reading the instructions preceding each element table is therefore important. For more complete discussion, grantees are encouraged to review the guides that have been developed for the comprehensive plan elements. These guides are available on DOA’s web site.

For each of the element tables, you are asked to indicate the page number or numbers where the required information can be found in your comprehensive plan. Some elements do NOT require that every cell be filled in with a page number (the instructions preceding each element table indicate which cells must at a minimum be filled in). The example below shows how to minimally complete an element table in this section.

REQUIRED INFORMATION						COMMENTS
1. A compilation of objectives, policies, goals, maps, and programs to guide future development of utilities and community facilities such as:						
	Objectives	Policies	Goals	Maps	Programs	
Sanitary Sewer Service				Map 11, at pg. 40		
On-Site Wastewater Treatment Technology		Pg. 47				
Health Care Facilities			Pg. 30			
Storm Water Management					Pg. 45	
Police		Pg. 25				
Parks	Pg. 11					

The above example, and the instructions that precede each table, focus on what is *minimally* required. However, your community can fill out more than the minimum. For example, while only one goal, objective, map, policy, or program may be required for a particular subject area, you could list page numbers for all of the cells.

The statutes do not define the terms *goals*, *objectives*, *policies*, and *programs*. Some common understandings of these terms are:

Goals - broad and general expressions of a community’s aspirations, towards which planned effort is directed. Goals tend to be ends rather than means.

Objectives - more specific targets, derived from goals and necessary to achieve those goals. While still general in nature, objectives are more precise, concrete, and measurable than goals.

Policies - rules or courses of action necessary to achieve the goals and objectives they are derived from. They are precise and measurable.

Programs - a system of projects or services necessary to achieve plan goals, objectives, and policies.

These common definitions are not intended to limit local creativity and discretion, nor is the intention that your community be restricted to these definitions. Instead, they are provided to give guidance. Your community may decide to use different definitions, or even different terms. If your community does use different terms, however, then you will need to define them and show how they relate to the statutory terms used in the closeout form. For example, a term your community uses may be roughly similar to a 'policy'.

Finally, the mapping required by this closeout form need not be onerous. Separate maps need not be provided for every theme listed in this closeout form. For example, instead of separate maps for wetlands, floodplains, lakes, and rivers, these themes could be combined into a single map. It is also acceptable to reference maps from other elements. For instance, to satisfy a mapping requirement in the housing element, a map from your community's land use element that contains housing themes could be referenced.

Section 2: Contents of a Comprehensive Plan - 9 Elements, cont.

Issues and Opportunities Element:

1. Provide a statement or vision that discusses and defines your community's desired future.
2. Provide information for each of the categories listed. Forecasts should at least cover the 20 year planning period, recognizing that plans are required to be updated every 10 years. Population and demographic information is available from the DOA Demographic Service Center (<http://www.doa.state.wi.us/>) and from the U.S. Census Office (www.census.gov).

ISSUES AND OPPORTUNITIES ELEMENT [s. 66.1001 (2)(a), Stats.]		
REQUIRED INFORMATION		COMMENTS
1. A statement of overall objectives, policies, goals, and programs of the local governmental unit to guide the future development and redevelopment of the local governmental unit over a 20-year planning period.	Page 17	
2. Background Information:		
Population Forecasts	Page 16	
Household Forecasts	Page 16	
Employment Forecasts	Page 16	
Demographic Trends	Page 7 – 14	
Age Distribution	Page 8	
Education Levels	Page 10	
Income Levels	Page 11	
Employment Characteristics	Page 14	

Section 2: Contents of a Comprehensive Plan - 9 Elements, cont.

Housing Element:

1. Provide at least one objective, policy, goal, map, and program related to providing an adequate housing supply to meet existing and forecasted housing demand. Map ideas include mapping the value, size, and age of existing housing, and showing areas designated for future housing.
2. Provide information on each of the categories listed: housing age, structure, value, and occupancy. *Structure* can refer to the type of dwelling (multi-family, duplex, single-family, etc.) or to the condition of housing units (good, fair, poor, etc.).
3. Provide at least one policy and program for each of the housing goals listed.

HOUSING ELEMENT [s. 66.1001 (2)(b), Stats.]			
REQUIRED INFORMATION		COMMENTS	
1. A compilation of objectives, policies, goals, maps, and programs of the local governmental unit to provide an adequate housing supply that meets existing and forecasted housing demand in the local governmental unit.			
Objectives	Page 26		
Policies	Page 26		
Goals	Page 26		
Maps	Page 68		
Programs	Page 23		
2. Housing Stock Assessment Information:			
Age Characteristics	Page 20		
Structural Characteristics	Page 19		
Value Characteristics	Page 20		
Occupancy Characteristics	Page 18		
3. Identify policies and programs that:			
	Policies	Programs	Comments
Promote development of housing for residents of the local governmental unit and provide a range of housing choices that meet the needs of persons of all income levels and of all ages groups and persons with special needs.	Page 25	Page 23	
Promote the availability of land for the development or redevelopment of low-income and moderate-income housing	Page 25	Page 23	
Maintain or rehabilitate the local governmental unit's existing housing stock.	Page 26	Pages 23, 25	

Section 2: Contents of a Comprehensive Plan - 9 Elements, cont.

Transportation Element:

1. Provide at least one objective, policy, goal, map, or program for each of the modes listed, and at least one objective, policy, goal, map and program at least somewhere in the section. For instance, you could have an objective for highways, a policy for transit, a program for transportation for the disabled, a goal for bicycles, and a map for railroads. Even though a particular mode may not exist in your community, your plan still needs to address where the mode is available. For example, if rail service is not available to residents in your community, your plan could identify where rail *is* available. Your transportation map or maps should include all of the modes that you address. However, it is not necessary to have separate maps for each mode. Instead, a map may contain multiple modes.
2. Provide a comparison of your community's transportation objectives, policies, goals, and programs with existing state and regional transportation plans. Do these plans' provisions affect your community? Are they consistent? If no state or regional plans apply, then explain this in the comments column. Examples of state transportation plans include *Translinks 2020* (1994), *Wisconsin Bicycle Transportation Plan 2020* (1998), and *Wisconsin State Highway Plan 2020* (2000). Examples of regional transportation plans include modal plans developed by regional planning commissions (RPCs) and land use and transportation plans developed by metropolitan planning organizations (MPOs).
3. Provide information about your community's roadways by function. *Functional classification* is a term that refers to grouping streets and highways into classes according to the type of service they provide. For example, *arterials* such as interstate highways provide a high degree of travel mobility and low access to local land uses, while local roads such as neighborhood streets provide good access to local land uses but poor travel mobility. A map showing the functional classification of your community's road network could be used to satisfy the mapping requirement above in (1.).
4. Provide information on how state, regional, and other transportation plans are incorporated into your comprehensive plan. These transportation plans include corridor plans, functional and jurisdictional plans and studies, urban area plans, rural area plans, airport master plans, and rail plans. *Incorporating* other transportation plans means:
 - identifying applicable plans of other communities and jurisdictions;
 - analyzing the goals, objectives, policies, and policies of other plans and how they compare or fit with your community's plan;
 - identifying goals, objectives, and policies of other plans that are complementary with your community's plan;
 - identifying goals, objectives, and policies of other plans that are inconsistent and conflict with your community's plan, and
 - describing how those inconsistencies and conflicts will be resolved. Resolution of conflicts is not required, but identification of them is required, along with a description of how to go about resolving them. This identification and description can occur in your comprehensive plan's intergovernmental cooperation element.

TRANSPORTATION ELEMENT [s. 66.1001 (2)(c), Stats.]

REQUIRED INFORMATION						COMMENTS
1. A compilation of objectives, policies, goals, maps, and programs to guide the future development of the various modes of transportation including:						
	Objectives	Policies	Goals	Maps	Programs	
Highways	Page 32	Page 32	P. 32	P. 29		
Transit	Page 32	Page 32	P. 32	P. 29	Page 28	
Transportation facilities for disabled	Page 32	Page 32	P. 32		Page 28	
Bicycles	Page 32	Page 32	P. 32	P. 29	Page 28	
Walking	Page 32	Page 32	P. 32	P. 29	Page 28	
Railroads	Page 32	Page 32	P. 32	P. 29	Page 28	
Air transportation	Page 32	Page 32	P. 32		Page 30	
Trucking	Page 32	Page 32	P. 32	P. 29	Page 28	
Water transportation	Pages 49,50					
2. Compare local governmental unit's objectives, policies, goals, and programs to state and regional transportation plans:						
State transportation plans		Page 31				_____
Regional transportation plans		Page 31				_____
3. Identify highways within the local governmental unit by function.		Page 27				
4. Incorporate applicable state, regional, and other transportation plans including:						
		State Plans	Regional Plans	Other Plans		
Transportation corridor plans		Page 30				
County highway functional and jurisdictional studies,		Page 30		Page 27		
Urban area transportation plans		NA	NA	NA		The Village is not located within an urban area
Rural area transportation plans				Page 28		
Airport master plans		Page 31				
Rail plans		Page 31				

Section 2: Contents of a Comprehensive Plan - 9 Elements, cont.

Utilities and Community Facilities Element:

1. Provide at least one objective, policy, goal, map, or program for each of the facilities listed and at least one objective, policy, goal, map and program at least somewhere in the section. For instance, you could have an objective for sanitary sewer service, a policy for storm water management, a goal for water supply, a program for recycling facilities, and a map for solid waste disposal facilities. Even though a particular facility or service may not exist in your community, you still need to address it. Your plan could simply state that the service or facility is not available but is available elsewhere. For example, if there are no health care facilities in your community, your plan could state as much and identify the nearest location where health facilities are available. In this instance, your community's policy or objective for health care facilities might be to continue relying on another community's facilities. Even where a service or facility is provided by a separate jurisdiction (such as a metropolitan sewerage district) or private entity, it must still be addressed. One of the important purposes of this element is to explain how your community functions, and relying on other jurisdictions or the private sector may be an important part of its functioning.
2. Provide information on existing utilities and community facilities, future needs, and a timetable for expansion, rehabilitation, and new facilities. Those facilities that are located in another jurisdiction may be beyond the control of your community, making it more difficult to make or shape decisions on the future of those facilities. If this is the case, your plan can state this and describe the role that your community can play.

Utilities and Community Facilities Element [s. 66.1001 (2)(d), Stats.]						
REQUIRED INFORMATION						COMMENTS
1. A compilation of objectives, policies, goals, maps, and programs to guide future development of utilities and community facilities such as:						
	Objectives	Policies	Goals	Maps	Programs	
Sanitary Sewer Service	NA	NA	NA	NA	NA	Not available in the Village.
Storm Water Management	NA	NA	P.40	4.1, P35		
Water Supply	Page 49		P. 40			
Solid Waste Disposal	NA	NA	P.40			
On-site Wastewater Treatment Tech.	NA	NA	P.40			
Recycling Facilities	NA	NA	P.40			
Parks	Page 40	P.40	P.40	4.1, P.35	Page 40	
Telecommunications Facilities	Page 40	NA	P.40			
Power Plants/Transmission Lines	Page 40	NA	P.40			
Cemeteries	Page 40	P.40			NA	
Health Care Facilities	Page 40	NA	P.40		NA	
Child Care Facilities	Page 40	P.40	P.40		NA	
Police	Page 40	NA	P.40			
Fire	Page 40	P.40	P.40		Page 40	
Rescue	Page 40	P.40	P.40		Page 40	
Libraries	Page 40	P.40	P.40		Page 40	
Schools	Page 40	P.40	P. 40	NA	NA	
Other Government Fac.	Page 40	P.40	P.40	Page 36	NA	

2. Describe the existing and future public utility and community facilities and assess the future needs for government services related to such utilities and facilities. Describe the approximate timetable that forecasts the need to expand or rehabilitate existing utilities and facilities or to create new utilities and facilities and assess future needs for government services in the local governmental unit that are related to such utilities and facilities.								Comment
				Future Needs	Timetable			
	Location	Use	Capacity		Expand	Rehab	New	
Sanitary Sewer Service	NA	NA	NA	It is felt that this will not be needed within the planning period.				
Storm Water Mgmt.	Page 33	P.33	NA	Page 33,44	NA	NA	NA	New as of Aug 2004.
Water Supply	Page 33	NA	P.44	Page 33	NA	NA	NA	
Solid Waste Disposal	Page 34	P. 34	P.34	Page 34	NA	NA	NA	
On-site Wastewater Treatment Tech.	Page 33	P. 33	Page 33	Page 33	NA	NA	NA	
Recycling Facilities	Page 34	P. 34	NA	Page 34	NA	NA	NA	
Parks	Page 39	P. 38	NA	Page 38	NA	NA	NA	
Telecom. Facilities	Page 34	P. 34	NA	Page 34	NA	NA	NA	
Power Plants and Transmission Lines	Page 34	NA	NA	Page 34	NA	NA	NA	
Cemeteries	Page 38	NA	NA	NA	NA	NA	NA	None in Village
Health Care Facilities	Page 38	P. 38	NA	Page 38	NA	NA	NA	Same as cem.
Child Care Facilities	Page 38	P. 38	NA	Page 38	NA	NA	NA	
Police	Page 36	P. 36	NA	Page 40	NA	NA	NA	
Fire	Page 34	P. 34	NA	Page 40	NA	NA	NA	Same as cem.
Rescue	Page 34	P. 34	NA	Page 40	NA	NA	NA	Same as cem.
Libraries	Page 37	NA	NA	Page 37	NA	NA	NA	Same as cem.
Schools	Page 36	NA	NA	NA	NA	NA	NA	Same as cem.
Other Govt. Facilities	Page 37	NA	NA	NA	NA	NA	NA	Same as cem.

Section 2: Contents of a Comprehensive Plan - 9 Elements, cont.

Agricultural, Natural, and Cultural Resources Element:

1. Provide at least one objective, policy, goal, map, or program for each of the resources listed and at least one objective, policy, goal, map and program at least somewhere in the section. For instance, you could have a goal for wetlands, an objective for streams, a policy for parks, a map for forests, and a program for floodplains. If a resource does not apply to your community, use the Comments column in the table to explain this. However, most of the resources listed will apply. For example, even cities may have urban forestry and community agricultural programs.

AGRICULTURAL, NATURAL, AND CULTURAL RESOURCES ELEMENT [s. 66.1001 (2)(e), Stats.]						
REQUIRED INFORMATION						COMMENTS
1. A compilation of objectives, policies, goals, maps, and programs for the conservation, and promotion of the effective management, of natural resources such as:						
	Objectives	Policies	Goals	Maps	Programs	
Groundwater	Page 49	Page 49	P.49	5.3 P. 45		
Forests	Page 49	Page 49	P.49			
Productive agricultural areas	Page 49	Page 49	P.49			
Environmentally sensitive areas	Page 49	Page 50	P.49		Page 48	
Threatened or endangered species	Page 49	Page 49	P.49			
Stream corridors	Page 49	Page 49	P.49		Page 48	
Surface water	Page 49	Page 49	P.49	5.3 P.45		
Floodplains	Page 49	Page 49	P.49			
Wetlands	Page 49	Page 49	P.49	5.4 P.46		
Wildlife habitat	Page 49	Page 49	P.49			
Metallic/non-metallic mineral resources	NA	NA	NA	NA	NA	Not available in the Village
Parks/open space	Page 49	Page 49	P.49	4.1, P. 35		
Historical/cultural resources			Pg 50			
Community design	Page 49	Page 49	P.49			
Recreational resources	Page 49	Page 49	P.49			
Other natural resources	Page 49	Page 49	P.49			

Section 2: Contents of a Comprehensive Plan - 9 Elements, cont.

Economic Development Element:

1. Provide at least one objective, policy, goal, map, and program promoting the stabilization, retention or expansion of local economic opportunity.
2. Provide analysis of your community's labor force and economic base. Measures and data to analyze labor force and economic base can include:
 - employment status (by sex, age, race, occupation, and industry, etc.)
 - hours worked, weeks worked
 - commute time
 - employee turnover
 - wage and benefit data
 - education level.
 - employment by SIC industry
 - location quotient analysis (measure the impact of one or more industries on the local economy)
 - assessment of infrastructure
 - assessment of labor force
 - assessment of financial resources such as venture capital
 - assessment of quality of life.
3. Provide information on the places in your comprehensive plan where you assess the kinds of businesses and industries desired in your community, and your community's strengths and weaknesses for attracting/retaining these. Examples of strengths could be quality schools, and proximity to highways, rail lines, major cities, and natural resources. Examples of weaknesses could be lack of a trained labor force, lack of financial resources, crime, and lack of recreational and cultural opportunities. Rural communities should consider farming, forestry, fishing, and other natural resource-based enterprises to be relevant for this section.
4. Provide information on the places in your comprehensive plan where you designate an adequate number of sites for the businesses and industries that your community desires. This could be policies that ensure adequate sites or it could be a map that identifies specific or general locations. Numbers (3.) and (4.) should be coordinated so that the kinds of businesses and industries your community prefers have space to develop and operate.
5. Provide information on the places in your comprehensive plan where you evaluate and promote the use of contaminated sites for commercial or industrial uses. If your community has no contaminated sites, then use the Comments column to explain this.
6. Provide information on the economic development programs of other jurisdictions that apply to your community. For example, your community could identify programs of the state, federal government, county, or RPC that it currently takes advantage of, and also ones that it would like to benefit from in the future. If no programs apply to your community, then use the Comments column to explain this.

ECONOMIC DEVELOPMENT ELEMENT [s. 66.1001 (2)(f), Stats.]

REQUIRED INFORMATION		COMMENTS
1. A compilation of objectives, policies, goals, maps, and programs to promote the stabilization, retention or expansion, of the economic base and quality employment opportunities in the local governmental unit.		
Objectives	Page 59	
Policies	Page 59	
Goals	Page 59	
Maps	Page 68	
Programs	Page 56-58	
2. Analysis of:		
Labor force	Page 51	
Economic base	Page 54	
3. Assess the following:		
Categories or types of new businesses and industries that are desired by the local governmental unit.	Page 55	
The local governmental unit's strengths for attracting/retaining business and industry	Page 55	
The local governmental unit's weaknesses for attracting/retaining business and industry	Page 55	
4. Designate adequate number of sites for such businesses and industries.	Page 55	
5. Evaluate and promote the use of environmentally contaminated sites for commercial or industrial uses.	Page 55	
6. Identify applicable county, regional, & state economic development programs that apply to the local governmental unit.		
County	Page 56	
Regional	Page 57	
State	Page 58	

Section 2: Contents of a Comprehensive Plan - 9 Elements, cont.

Intergovernmental Cooperation Element:

1. Provide at least one objective, policy, goal, map, or program for joint planning and decision making with school districts and also with adjacent and other jurisdictions for siting and building public facilities and for sharing public services (provide at least one in each row). For instance, you could have an objective for joint planning with school districts and a goal for joint planning with adjacent and other local governments. The map required in this section can be met by referencing a map from another element. For example, you could reference a map of school districts from your utility and community facilities element.
2. Analyze the relationship between your community and each of the governmental units listed.
3. Incorporate plans or agreements to which your community is a party under sections 66.0301, 66.0307, or 66.0309 of the Wisconsin statutes. Section 66.0301 refers to general agreements, most often used for cooperating with services such as snowplowing, garbage collection, road maintenance, sharing equipment and staff, etc. Section 66.0307 refers to cooperative boundary agreements between municipalities to resolve boundary disputes. Section 66.0309 refers to plans developed by regional planning commissions (RPCs). If none of these apply to your community, then use the Comments column to explain this.
4. Provide information on existing or potential conflicts between your community and other jurisdictions. Successful resolution of conflicts is not required. Instead, existing and potential conflicts need to be identified and the processes described for attempting to resolve them.

INTERGOVERNMENTAL COOPERATION ELEMENT						
[s. 66.1001 (2)(g), Stats.]						
REQUIRED INFORMATION						COMMENTS
1. A compilation of objectives, policies, goals, maps, and programs for joint planning and decision making with other jurisdictions including:						
	Objectives	Policies	Goals	Maps	Programs	
School districts for siting and building public facilities and sharing public services	Page 62		Page 62	NA	NA	There are no school facilities within the Village
Adjacent and other local govts. for siting and building public facilities and sharing public services	Page 62	Page 62	Page 62	NA	Page 37	
2. Analyze the relationship of the local governmental unit to:						
School districts	Page 61					
Adjacent local governments	Page 60					
Region	Page 62					
State	Page 62					
Other governmental units	Page 60					
3. Incorporate plans and agreements under sections 66.0301, 66.0307, and 66.0309 of the Wisconsin Statutes				Page 60		
4. Identify existing/potential conflicts between the governmental unit and other governmental units.						
Existing conflicts		Page 62				
Potential conflicts		Page 62				
Describe the process to resolve conflicts.		Page 62				

Section 2: Contents of a Comprehensive Plan - 9 Elements, cont.

Land Use Element:

1. Provide an objective, policy, goal, map, and program to guide future development and redevelopment of public and private property.
2. Provide information on the amount, type, and intensity or net density for each of the land uses listed. If a particular land use does not apply to your community, then use the Comments column to explain this. ‘Intensity’ can refer to the percentage of acreage within each type of land use classification. It can also refer to the type of land use or to lot size. ‘Net density’ commonly refers to how many houses or structures there are per acre. Your plan should define your use of these terms.
3. Provide analysis of trends for each of the subject areas listed.
4. Provide 20-year projections in 5 year increments for each of the land use categories listed. This requirement can be addressed by using a table with the acreage. If a particular land use does not apply to your community, then use the Comments column to explain this.
5. Provide maps for each of the land uses and subject areas listed. This does not mean a separate map for each of the listed items. Instead, multiple items may be appropriately combined onto a single map, or maps from other elements may be referenced.

LAND USE ELEMENT [s. 66.1001 (2)(h), Stats.]				
REQUIRED INFORMATION				COMMENTS
1. A compilation of objectives, policies, goals, maps, and programs to guide the future development and redevelopment of public and private property.				
Objectives	Page 67			
Policies	Page 67			
Goals	Page 67			
Maps	Page 65, 68, 71			
Programs	Pages 67, 69			
2. Listing of existing land uses such as:	Amount	Type	Intensity or Net density	
Agriculture	Page 63	Page 64	Page 63	
Residential	Page 63	Page 64	Page 63	
Commercial	Page 63	Page 64	Page 63	
Industrial	Page 63	Page 64	Page 63	
Other public uses	Page 63	Page 64	Page 63	
Other private uses	Page 63	Page 64	Page 63	
3. Analyze trends in:				
Land supply	Page 66			
Land demand	Page 66			
Land prices	Page 66			
Opportunities for redevelopment	Page 70			
Existing/potential land use conflicts	Page 67			
4. 20-year projections, in 5-year increments for the following land uses:				
Residential	Page 69			
Agriculture	Page 69			
Commercial	Page 69			
Industrial	Page 69			

5. Maps:		
Current land use	8.1 (Page 65)	
Future land use	8.2 (Page 68)	
Productive ag soils	5.1, 8.1, 8.2 (Pages 44, 65 and 68)	
Natural limitations for building site development	5.1, 5.2, and 5.4 (Pages 43, 44, and 46)	
Floodplains	Page NA	No floodplain within Village
Wetlands and other environmentally sensitive lands	5.4 (Page 46)	
Boundaries of service areas of public utilities	8.3 (Page 71)	
Boundaries of service areas of community facilities		
General location of future land uses by net density or other classifications	8.2 (Page 68)	

Section 2: Contents of a Comprehensive Plan - 9 Elements, cont.

Implementation Element:

1. Provide at least one program or specific action for each of the listed ordinances and regulatory techniques. If a particular ordinance or regulatory technique does not apply to your community, then use the Comments column to explain this.
2. Provide information on where in your comprehensive plan you describe how each of the elements in the plan will be integrated and made consistent with each other.
3. Provide information on how progress in achieving all aspects of the comprehensive plan will be measured.
4. Provide information on the process for updating your community's comprehensive plan. A comprehensive plan is required to be updated no less than once every 10 years.

IMPLEMENTATION ELEMENT [s. 66.1001 (2)(i), Wis. Stats.]			
REQUIRED INFORMATION			COMMENTS
1. A compilation of programs and specific actions to be completed in a stated sequence, including proposed changes to any:			
	Programs	Specific Actions	
Applicable zoning ordinance	Page 75	Page 75	
Official maps	Page 75	Page 75	
Sign regulations	Page 75	Page 75	
Erosion/stormwater control ordinances	Page 75	Page 75	
Historic preservation ordinances	NA		
Site plan regulations	NA		
Design review ordinances	NA		
Building codes	Page 75	Page 75	
Mechanical codes	NA		
Housing codes	Page 75	Page 75	
Sanitary codes	NA		
Subdivision ordinances	Page 75	Page 75	
2. Describe how each of the elements of the comprehensive plan will be integrated and made consistent with each other.	Page 75		
3. Mechanism to measure progress toward achieving all aspects of the comprehensive plan.	Page 77		
4. Process for updating the comprehensive plan	Page 75-77		

Section 3: Procedural Requirements (s. 66.1001(4), Wis. Stats.)

INSTRUCTIONS for Section 3: Please indicate in the check box whether a particular requirement has been completed. If a date is requested, please provide the required information. Please note that some check boxes may not be able to be answered until the final plan, which has been adopted by ordinance, is submitted.

1. Public Participation Procedures [s.66.1001(4)(a), Stats.]	Completed
Written Procedures Adopted by Local Government	<input checked="" type="checkbox"/>

2. Plan Commission Procedures [s.66.1001(4)(b), Stats.]	Completed	Date
Resolution Adopted for Recommended Plan	<input checked="" type="checkbox"/>	August 9, 2004
Recommended Plan distributed to statutory list	<input checked="" type="checkbox"/>	

3. Local Government Procedures [s.66.1001(4)(c-d), Stats.]	Completed	Date
Class 1 Notice Published & Public Hearing Held	<input checked="" type="checkbox"/>	
Ordinance Enacted for Adopted Plan ³	<input checked="" type="checkbox"/>	April 11, 2005
Adopted Plan & Ordinance distributed to statutory list ⁴	<input checked="" type="checkbox"/>	

³ This box is required to be checked when the final plan, adopted by ordinance, is submitted.

⁴ This box is required to be checked when the final plan, adopted by ordinance, is submitted.

Section 4: Application (s.16.965, Wis. Stats./Ch. Adm. 48, Wis. Admin. Code) and Contractual Requirements

INSTRUCTIONS for Section 4: The following pages list the application and/or contractual requirements for your grant contract. Please indicate in the check box whether a particular requirement has been completed. Use the comment column or Section 5: General Comments to provide any additional comments. [Where requested, provide page numbers.](#)

1. Coordination Efforts	Completed	Comments
Neighbors:	<input checked="" type="checkbox"/>	
County:	<input checked="" type="checkbox"/>	
RPC, if applicable:	<input checked="" type="checkbox"/>	
MPO, if applicable:	<input type="checkbox"/>	N/A
School districts, utilities, etc.:	<input checked="" type="checkbox"/>	
State agencies:	<input checked="" type="checkbox"/>	
Multi-jurisdictional efforts:	<input checked="" type="checkbox"/>	

2. Local Comprehensive Planning Goals	Completed & Page #s	Comments
1. Promotion of the redevelopment of lands with existing infrastructure and public services and the maintenance and rehabilitation of existing residential, commercial and industrial structures.	<input checked="" type="checkbox"/> Page 67	
2. Encouragement of neighborhood designs that support a range of transportation choices.	<input checked="" type="checkbox"/> Page 32	
3. Protection of natural areas, including wetlands, wildlife habitats, lakes, woodlands, open spaces and groundwater resources.	<input checked="" type="checkbox"/> Page 49	
4. Protection of economically productive areas, including farmland and forests.	<input checked="" type="checkbox"/> Page 50	

<p>5. Encouragement of land-uses, densities and regulations that promote efficient development patterns and relatively low municipal, state governmental and utility costs.</p>	<p style="text-align: center;">☒ Page 66</p>	
<p>6. Preservation of cultural, historic and archaeological sites.</p>	<p style="text-align: center;">☒ Page 50</p>	
<p>7. Encouragement of coordination and cooperation among nearby units of government.</p>	<p style="text-align: center;">☒ Page 62</p>	
<p>8. Building of community identity by revitalizing main streets and enforcing design standards.</p>	<p style="text-align: center;">☒ Page 17</p>	
<p>9. Providing an adequate supply of affordable housing for individuals of all income levels throughout each community.</p>	<p style="text-align: center;">☒ Page 26</p>	
<p>10. Providing adequate infrastructure and public services and an adequate supply of developable land to meet existing and future market demand for residential, commercial and industrial uses.</p>	<p style="text-align: center;">☒ Page 59</p>	
<p>11. Promoting the expansion or stabilization of the current economic base and the creation of a range of employment opportunities at the state, regional and local levels.</p>	<p style="text-align: center;">☒ Page 59</p>	
<p>12. Balancing individual property rights with community interests and goals.</p>	<p style="text-align: center;">☒ Page 17</p>	
<p>13. Planning and development of land uses that create or preserve varied and unique urban and rural communities.</p>	<p style="text-align: center;">☒ Page 66</p>	

14. Providing an integrated, efficient and economical transportation system that affords mobility, convenience and safety and that meets the needs of all citizens, including transit-dependent and disabled citizens.	<input checked="" type="checkbox"/> Page 32	

Section 4: Application (s.16.965, Wis. Stats./Ch. Adm. 48, Wis. Admin. Code) and Contractual Requirements, cont.

3. Smart Growth Areas	Completed & Page #s	Comments
Identified in the Comprehensive Plan:	<input checked="" type="checkbox"/> Page 68	

4. Implementation	Completed & Page #s	Comments
Ordinances:	<input checked="" type="checkbox"/> Page 75	
Other implementation tools:	<input checked="" type="checkbox"/> Page 75	

5. Public Participation	Completed	Comments
Additions to §66.1001 (4):	<input checked="" type="checkbox"/>	

6. Budget and Timeline	Completed	Comments
Met grant period under contract	<input checked="" type="checkbox"/>	

7. Data Development/Sharing	Completed	Comments
Contract requirements completed	<input checked="" type="checkbox"/>	

8. Additional Contract Requirements	Completed	Comments
Customized for each contract	<input checked="" type="checkbox"/>	

Section 5: General Comments

INSTRUCTIONS for Section 5: Please use the space provided in the tabs below to enter general comments.

Section 1: General Information

Section 2: Contents of a Comprehensive Plan – 9 Elements

Issues and Opportunities Element

Housing Element

Transportation Element

Utilities and Community Facilities Element

Agricultural, Natural, and Cultural Resources Element

Economic Development Element

Intergovernmental Cooperation Element

Land Use Element

Implementation Element

Section 3: Procedural Requirements

Section 4: Application and Contractual Requirements

Additional Comments