



# Implementation



## Introduction

This section of the comprehensive plan is intended to provide the City of Fitchburg with a guide for implementation actions related to the Comprehensive Plan. This element lists the specific programs and actions that the City will implement to achieve the goals, objectives and policies outlined within this Plan to be undertaken in a stated sequence. Implementation measures may include proposed changes to city ordinances, maps, regulations, and codes as well as future studies and procedures for amending and updating the plan.

## Plan Adoption

The City of Fitchburg held 13 public open houses, three charrettes, over 70 committee meetings, five citizen advisory committee meetings and seven public hearings as part of the formation and adoption of this comprehensive plan. This plan includes all necessary elements to be adopted under Wisconsin's Comprehensive Planning Law and Wisconsin Statute, Section 66.1001(4), which establishes the procedures for adoption. The City of Fitchburg has followed these procedures in adopting this plan.

## Development Ordinances and Regulations

The Comprehensive Plan will be used as a tool to guide development, redevelopment, and additional studies or agreements. The City of Fitchburg currently regulates these activities through ordinances and resolutions, which include:

- Architectural Control Ordinance
- Erosion Control and Stormwater Management Ordinance
- Historic Preservation Ordinance
- Land Division Ordinance
- Official Map
- Parking Regulations, as authorized under the Zoning Code
- Sign Ordinance
- Zoning Ordinance

Part of the implementation will be to make the zoning code consistent with the Comprehensive Plan. Regulatory ordinances such as zoning and land division will not be updated by the date of approval of this Comprehensive Plan or by January 1, 2010. In the interim, this Comprehensive Plan suggests that the legislative body take this Comprehensive Plan into account when undertaking zoning decisions. By statute all rezoning and land divisions shall be consistent with the Comprehensive Plan.

## Capital Improvement Program

The Capital Improvement Program (CIP) is a five-year plan which identifies capital projects and equipment purchases, provides a planning schedule and identifies options for financing the plan. The CIP is one way the City of Fitchburg can monitor and implement projects detailed in the Comprehensive Plan.

Benefits of a CIP include the systematic evaluation of all potential projects at the same time, ability to consolidate projects to reduce borrowing costs or stabilize debt and serve as an economic development tool.

The City of Fitchburg monitors, develops and adopts a five-year Capital Improvement Program every year.

## Consistency Among Plan Elements

The State comprehensive planning statute requires that the implementation element “describe how each of the elements of the comprehensive plan will be integrated and made consistent with the other elements of the comprehensive plan.”

The Comprehensive Plan was formulated by the Planning Department, city staff and committees and was reviewed by the Citizens Advisory Committee, Plan Commission and Common Council for inconsistencies. There are no known inconsistencies between the elements of this Comprehensive Plan.

## Monitoring Plan Implementation

The Comprehensive Plan is setting the vision for the community to be used to guide and evaluate city decision making. To that end, it is expected that development proposals are to be consistent with the Comprehensive Plan. It is important, however for the City to monitor the Comprehensive Plan and its effectiveness to assure that it continues to provide the approved policy guidance. The Planning Department should, within every one to two years, monitor the progress and implementation of this plan.

In addition to the overall monitoring of the Comprehensive Plan, the City will monitor the staging of the urban service area once every five years as defined in the Land Use Section of this plan.

## Comprehensive Plan Amendments

To provide a predictable, manageable and cost effective process for amendments to this Comprehensive Plan, amendments will be processed no more frequently than one time per year as outlined below. Under this collective process, all amendments for at least a prior year will be considered together.

The Planning Department, Mayor, or three members of the Common Council are the only ones that may recommend modifications to be considered as an amendment to the plan under the collective process. Amendments are generally defined as minor changes to the maps or text of the Comprehensive Plan.



Adoption of new neighborhood plans will become part of Appendix A at the time of the adoption of that neighborhood plan. These adopted neighborhood plans will represent a baseline upon which any regulatory decision is to be evaluated. Amendments to neighborhood plans that are part of the Appendix A will be considered an amendment to the comprehensive plan with all other amendments during the one amendment process per year.

Similarly, intergovernmental agreements will become part of the Comprehensive Plan in Appendix C by inclusion or included by reference at the time of the adoption of that agreement. Amendments to existing intergovernmental agreements that are part of this plan or are included by reference to this plan are to occur during the one amendment process per year.

The State Comprehensive Planning Law requires that the City follow the same administrative procedures for adoption defined under Wisconsin Statutes, Section 66.1001(4), to amend the Comprehensive Plan. Specifically, the City should use the following procedure to amend the Comprehensive Plan:

- The Planning Department, Mayor or three members of the Common Council initiates the proposed amendments to the Comprehensive Plan.
- The Common Council refers the resolution to amend the Comprehensive Plan out to the Plan Commission and other specific committees no more frequently than one time per year, except for Neighborhood Plans or Intergovernmental Agreements.
- The Plan Commission and/or specific committees prepare or direct the preparation of the specific text or map changes for the amendment of the Comprehensive Plan with public input.
- The Plan Commission holds one or more public hearings, as a Class 1 notice, on the proposed amendment to the Comprehensive Plan, in which the Plan Commission makes a recommendation by resolution to the Common Council by majority vote of the Commission.

- The Planning Department sends a copy of the recommended Comprehensive Plan amendment to all adjacent and surrounding government jurisdictions and other bodies as identified under Section 66.1001(4)b, Wisconsin Statutes. These governments or individuals will have at least 30 days to review and comment on the recommended Comprehensive Plan amendment.
- The City Clerk or Planning Department directs the publishing of a Class 1 notice, with such notice published at least 30 days before a Common Council public hearing and containing information required under Section 66.1001(4)d, Wisconsin Statutes.
- The Common Council holds the formal public hearing on an ordinance that would incorporate the proposed amendment into the Comprehensive Plan.
- Following the public hearing, the Common Council votes to approve or deny the ordinance adopting the proposed Comprehensive Plan Amendment by majority vote of the Council. The Common Council may make changes to the recommended Plan Commission version of the amendment.
- If the amendment is adopted, the Planning Department sends a copy of the adopted ordinance and Comprehensive Plan amendment to all adjacent and surrounding government jurisdictions and other bodies as identified under Section 66.1001(4)b, Wisconsin Statutes.

The established public participation process for all amendments to the City of Fitchburg Comprehensive Plan will include, at a minimum, one meeting held by relevant committee(s) in regard to the amendment, one community comment period to receive written comments by the public, one governing body review process of written comments and one public hearing. The amendment to the City of Fitchburg Comprehensive Plan, which includes Neighborhood Plans and Intergovernmental Agreements, will be made to the public and those listed in Section 66.1001(4)(a) on the City of Fitchburg website and in paper format at City Hall.

The City also has a number of studies or plans that further define certain areas and issues, which it has approved or may approve in the future, that may not be part of the Comprehensive Plan. Those documents will need to be consistent with the Comprehensive Plan as it now exists or may be amended. Those documents shall also be used in providing guidance to policy makers.

## Comprehensive Plan Updates

Wisconsin's Comprehensive Planning legislation requires the update of the Comprehensive Plan at least once every ten years. Based on this deadline, the City should evaluate and update this Comprehensive Plan before the year 2019 (ten years after 2009), at the latest.

## Comprehensive Plan Implementation Recommendations

Figure 13 - 1 provides a guide for the City of Fitchburg as to the timeframe for major actions that may be completed to implement the Comprehensive Plan. It should be noted that constraints or priorities placed on City policy makers and staff may affect the recommended implementation timeframe as presented.

The table has three different columns of information, described as follows:

- **Category:** The list of recommended actions by the City is divided into ten different categories generally based on the different elements of the Comprehensive Plan.
- **Recommended Action:** The second column lists the actual action to be undertaken by the City to implement the goals, objectives and policies of the Comprehensive Plan.
- **Implementation Timeframe:** The third column states the suggested timeframe each action is to be completed in a stated sequence. The City of Fitchburg has broken down the timeframe into 5-year increments of near term or mid term.
  - Near Term is approximately 1-5 years
  - Mid Term is approximately 5-10 years

**Figure 13 - 1: Recommended Implementation Timeframe**

| <b>Category</b>                        | <b>Recommended Action</b>   | <b>Implementation Timeframe</b> |
|--|---|---------------------------------|
| Development Regulations and Ordinances | Adopt a Traditional Neighborhood Development Ordinance  | Complete                        |
|  | Consider a rewrite or revisions to the Zoning Ordinance to promote concepts from the Comprehensive Plan, such as transit-oriented development, mixed-use development, increased density and higher architectural standards. | Partially Complete              |
|  | Consider revisions and the establishment of a maximum parking standard within the Parking Regulations   | Partially Complete              |
|  | Consider revisions to the Architectural Control Ordinance in establishing standards for large retail development.   | Near to Mid Term                |
|  | Update as Necessary other ordinances including, but not limited to storm water management, erosion control, and official mapping.   | Ongoing                         |

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| Detailed Planning                            | Prepare and Implement Redevelopment Plans for older neighborhoods and gateways.  | Ongoing               |
|  | Undertake Neighborhood Development Plans as directed by the Plan Commission and Common Council for defined Neighborhood Areas that are to be included in the urban service area. | Ongoing               |
|  | Revise and Update the Comprehensive Park, Open Space and Recreation Plan to include the Park and Open Space Proposal.  | Complete              |
| Land Use                                     | Use the Comprehensive Plan daily to review applications to land division, rezoning and architectural design approval.  | Ongoing               |
|  | Implement the land use recommendations of the Neighborhood Plans, Redevelopment Plans and Special Studies as outlined from the Comprehensive Plan                                | Ongoing               |
|  | Review the staging of the Urban Service Area Expansion and make adjustments to accommodate the maximum 375 acres per five year development.                                      | Every 5 years (2014)  |
|  | Consider revisions to the Rural Residential Development Criteria and potential for rural cluster or planned unit developments.   | Near Term             |
| Agricultural, Natural and Cultural Resources | Implement strategies as outlined in the Comprehensive Park, Open Space and Recreation Plan to protect sensitive environmental resources  | Ongoing               |
|  | Prioritize and acquire land for the central park (Moraine Edge Park) as outlined in the Parks and Open Space Proposal.   | Near Term and Ongoing |
|  | Consider the creation of a Development Rights Program for the protection of agricultural and environmental land outside the long-term growth boundary.                           | Near to Mid Term      |
| Housing                                      | Continue the development and preservation of long-term entry level housing for low-moderate income residents.  | Ongoing               |
| Economic Development                         | Consider the development and utilization of the City Economic Development Programs to advance the goals, objectives and policies of this plan.                                   | Ongoing               |
|  | Develop an economic development positioning and brand architecture analysis.   | Near-Term             |
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| Utilities and Community Facilities | Conduct a fire station site analysis and the feasibility of building a new fire station.  | Complete              |
|                                    | Evaluate the feasibility of providing additional space for the Senior Center and Recreation Department as outlined in the Program Needs Study.  | Complete              |
|                                    | Acquire new parks, as identified in the approved Neighborhood Plans, through park dedication of residential plats or using money from the fee in lieu fund.   | Ongoing               |
|                                    | Monitor the extension of the urban service area with the policies associated in the Land Use Element.   | Ongoing               |
|                                    | Plan for new projects through the annual 5-year Capital Improvement Program.  | Ongoing               |
| Transportation                     | Establish a Complete Streets policy.  | Near Term             |
|                                    | Work with the State, Dane County and surrounding communities to promote Transport 2020 to provide commuter rail service along the Fitchburg-Oregon rail line.   | Near to Mid Term      |
|                                    | Continue to work with Madison Metro in expanding and offering efficient bus service to Fitchburg residents.   | Ongoing               |
|                                    | Prioritize and implement recommendations as outlined in the Bicycle and Pedestrian Plan.  | Ongoing               |
| Intergovernmental Cooperation      | Pursue an intergovernmental agreement with the Town of Verona and City of Verona  | Near to Mid Term      |
|                                    | Continue to coordinate planning efforts with adjacent units of government, Dane County, Capital Area Regional Planning Commission, Metropolitan Planning Organization and Madison Metropolitan Sewerage District. | Ongoing               |
| Plan Monitoring                    | Consider amendments to the Comprehensive Plan as requested by three Common Council members, the Mayor, or based on staff recommendation.  | Annual review process |
|                                    | Update this Comprehensive Plan  | By 2019               |