

9.0 IMPLEMENTATION

9.1 CHAPTER SUMMARY

The purpose of this chapter is to explain how the comprehensive plan will be utilized to guide future growth and development in the Town of Cassville and is intended to serve as the blueprint for the future. As change is inevitable, the plan will need to be amended to reflect major changes. Section 9.5 will review how each chapter of the comprehensive plan elements interrelate and how the plan will be monitored and evaluated. Section 9.9 discusses how the plan must be updated at a minimum of once every ten years.

Wisconsin State Statute 66.1001(2)(i)

(i) Implementation.

A compilation of programs and specific actions to be completed in a stated sequence, including proposed changes to any applicable zoning ordinances, official maps, sign regulations, erosion and storm water control ordinances, historic preservation ordinances, site plan regulations, design review ordinances, building codes, mechanical codes, housing codes, sanitary codes or subdivision ordinances, to implement the objectives, policies, plans and programs contained in [pars. \(a\) to \(h\)](#). The element shall describe how each of the elements of the comprehensive plan will be integrated and made consistent with the other elements of the comprehensive plan, and shall include a mechanism to measure the local governmental unit's progress toward achieving all aspects of the comprehensive plan. The element shall include a process for updating the comprehensive plan. A comprehensive plan under this subsection shall be updated no less than once every 10 years.

9.2 VISION STATEMENT

The following is a review of the vision statement found in Chapter 1, Issues and Opportunities, section 1.8. The vision statement serves as the overall guide for land use decision making in the Town of Cassville.

The Town of Cassville is an agricultural based community with room for growth in industry and tourism. It is a community that preserves its natural resources for future generations and provides quality education for those generations. It is a community that preserves its rich family heritage and community history.

9.3 GOALS, OBJECTIVES AND POLICY RECOMMENDATIONS

The following are Implementation goals, objectives and policy recommendations. They support the goals, objectives, policies and programs specified in the previous eight chapters and will guide the implementation of this comprehensive plan in the Town of Cassville over the next 20 years.

1. **Comply with and enforce the 14 Planning Goals and the Policies and Programs outlined in this Comprehensive Plan.**
2. **Enforce local ordinances to support the vision noted in Section 9.2.**
3. **Comply with applicable County, State, and Federal regulations.**
4. **Amend the local comprehensive plan and local ordinances only after careful evaluation of existing conditions and potential impacts.**
5. **Update the Town of Cassville Comprehensive Plan at a minimum of every ten years as required by Wisconsin State Statute 66.1001.**

9.4 LOCAL ORDINANCE AND REGULATIONS

The intent of local ordinances and regulations is to guide land development within the Town. By carefully applying these local ordinances and regulations, the Town of Cassville will be accomplishing the goals and policies of the comprehensive plan. Enforcement of such ordinances and regulations serve an important function by ensuring orderly growth and development. The Town of Cassville will use their plan and their local ordinances as their enforcement tools.

9.5 CONSISTENCY AMONG PLAN ELEMENTS

As required by Wisconsin State Statute 66.1001, all elements included in this plan are consistent with one another and no known conflicts exist. If there is a question regarding a decision that is not clearly conveyed in the details of this plan, then the decision should be based on the intent of the vision statement. All nine elements included in this plan work to achieve the desired future for the Town of Cassville.

9.6 SEVERABILITY

If any provision of this Plan shall be found to be invalid or unconstitutional, or if the application of this Plan to any person or circumstances is found to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this Plan, which can be given effect without the invalid or unconstitutional provision or application.

9.7 PLAN ADOPTION

The first official action required to implement the Town of Cassville Comprehensive Plan is official adoption of the plan by the local Plan Commission. Once the local Plan Commission recommends the plan by resolution, the Town Board then adopts the comprehensive plan by ordinance as required by State Statute 66.1001. The Cassville Comprehensive Plan will take effect when the Town Board passes it. After the plan is adopted by ordinance, it then becomes the official tool for future development in the next 20 years. The plan is designed to guide development in a consistent manner.

9.8 PLAN AMENDMENTS

Amendments may be necessary due to changes in Town policies, programs, or services, as well as changes in state or federal laws. An amendment may also be needed due to unique proposals presented to the Town. Amendments are any changes to plan text or maps. The Town Board can amend the Cassville Comprehensive Plan at any time. Proposed amendments should be channeled through the local Planning Commission, with final action occurring at the Town Board, including proper public notices and hearings. Amendments should be done with extreme caution: they should not be made simply to avoid local planning pressure.

9.9 PLAN UPDATES

As required by Wisconsin State Statute, this comprehensive plan needs to be updated at least once every ten years. An update is different from an amendment, as an update is a major revision of multiple plan sections including maps. The plan was originally written based on variables that are ever changing and future direction might be inaccurately predicted. A plan update should include public involvement, as well as an official public hearing.

9.10 MEASURING PROGRESS

The success of this comprehensive plan will be measured by the extent to which the Town of Cassville achieves its vision of the future for their community by following the goals, objectives, policies, and programs outlined in the plan. In order to do so, the Planning Commission will review this Comprehensive Plan every two (2) years.

9.11 GOAL AND POLICY SUMMARY

Comprehensive Plans are comprised of nine elements (Issues and Opportunities, Utilities and Community Facilities, Agricultural, Natural, and Cultural Resources, Housing, Transportation, Economic Development, Intergovernmental Cooperation, Land Use, and Implementation). Each element has policy statements, which contribute to the overall plan, supporting a jurisdiction's vision and goals. Policy statements give the jurisdiction general guidelines to help in making land use decisions.

Chapter goals are summarized in Table 9.1. Plan policies are summarized in Tables 9.2 through 9.10, with policies listed by element and showing implementation actions and the party responsible for such actions in four separate columns. The key below describes Table notation.

IMPLEMENTATION ACTION

- **Does not require specific action** – This policy is a general statement of direction that does not need a specific ordinance or program to be enforced. It is enforced through conscious decision making and by following the local comprehensive Plan, which is passed by ordinance.

- **Ordinance** - The policy is enforced by an existing ordinance or an ordinance currently in development.
- **Specific Action** – responsibility inherent in Planning Commission duties. Specific actions may be self-explanatory.
- **Ongoing** – The policy is currently part of the jurisdiction’s actions.

RESPONSIBILITY

Town of Cassville

- **Town Planning Commission** – The Planning Commission receives proposals/applications, reviews the proposal against the plan and any local ordinances, then makes a recommendation to the Town Board.
- **Town Board** – As the elected body of the community, the Town Board acts as the decision making authority and has the responsibility to make sure that the specific policy is enforced. The Board reviews the Planning Commission’s recommendation and makes a final decision.

IMPLEMENTATION TIMELINE

- If action is not required or is ongoing, no timeline is necessary. If action is required, a timeline is indicated, depending on the recommended action. For instance, if an ordinance needs to be created or amended, a timeline of one year is recommended.

IMPLEMENTATION TOOLS

- Implementation tools can include model ordinances, maps, or other planning documentation, depending on the need.

Table 9.1 Goals

Chapter 1, Issues and Opportunities
<ol style="list-style-type: none"> 1. Protect and improve the health, safety, and welfare of residents in the Town of Cassville. 2. Preserve and enhance the quality of life for the residents of the Town of Cassville. 3. Protect and preserve the community character of the Town of Cassville.
Chapter 2, Utilities and Community Facilities
<ol style="list-style-type: none"> 1. Encourage land uses, densities and regulations that promote efficient development patterns and relatively low municipal, state governmental and utility costs. 2. Provide 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.
Chapter 3, Agricultural, Natural, and Cultural Resources
<ol style="list-style-type: none"> 1. Protect economically productive areas, including farmland and forests. 2. Protect natural areas, including wetlands, wildlife habitats, lakes, woodlands, open spaces, and groundwater resources. 3. Protect economically productive areas, including farmland and forests 4. Preserve cultural, historic, and archaeological sites.
Chapter 4, Housing
<ol style="list-style-type: none"> 1. Provide an adequate supply of affordable housing for individuals of all income levels throughout the community.
Chapter 5, Transportation
<ol style="list-style-type: none"> 1. Encourage neighborhood designs that support a range of transportation choices. 2. Provide an integrated, efficient, and economical transportation system that affords mobility, convenience, safety, and meets the needs of all citizens, including transit-dependent and disabled citizens.
Chapter 6, Economic Development
<ol style="list-style-type: none"> 1. Promote the expansion or stabilization of the current economic base and the creation of a range of employment opportunities. 2. Provide 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. 3. Promote the redevelopment of land with existing infrastructure and public services and the maintenance and rehabilitation of existing residential, commercial and industrial structures. 4. Build community identity by revitalizing main streets and enforcing design standards. 5. Protect economically productive areas, including farmland and forests.
Chapter 7, Intergovernmental Cooperation
<ol style="list-style-type: none"> 1. Encourage coordination and cooperation among nearby units of government.

Table 9.1 (cont.) Goals

Chapter 8, Land Use
<ol style="list-style-type: none"> 1. Promote the redevelopment of lands with existing infrastructure and public services and the maintenance and rehabilitation of existing residential, commercial and industrial structures. 2. Encourage neighborhood designs that support a range of transportation choices. 3. Protect natural areas, including wetlands, wildlife habitats, lakes, woodlands, open spaces and groundwater resources. 4. Protect economically productive areas, including farmland and forests. 5. Encourage land-uses, densities and regulations that promote efficient development patterns and relatively low municipal, state governmental and utility costs. 6. Preserve cultural, historic and archaeological sites. 7. Encourage coordination and cooperation among nearby units of government. 8. Build community identity by revitalizing main streets and enforcing design standards. 9. Provide an adequate supply of affordable housing for individuals of all income levels throughout each community. 10. Provide 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. 11. Promote 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. 12. Balance individual property rights with community interests and goals. 13. Plan and develop land uses that create or preserve varied and unique urban and rural communities. 14. Provide 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.
Chapter 9, Implementation
<ol style="list-style-type: none"> 1. Comply with and enforce the 14 Planning Goals and the Policies and Programs outlined in this Comprehensive Plan. 2. Enforce local ordinances to support the vision noted in Section 9.2. 3. Comply with applicable County, State, and Federal regulations. 4. Amend the local comprehensive plan and local ordinances only after careful evaluation of existing conditions and potential impacts. 5. Update the Town of Cassville Comprehensive Plan at a minimum of every ten years as required by Wisconsin State Statute 66.1001.

Table 9.2 Issues and Opportunities

POLICIES	IMPLEMENTATION ACTION	RESPONSIBILITY	IMPLEMENTATION TIMELINE	IMPLEMENTATION TOOLS
Protect and improve the health, safety, and welfare of residents in the Town of Cassville.	Does not require specific action	Planning Commission, Town Board	NA	NA
Preserve and enhance the quality of life for the residents of the Town of Cassville.	Does not require specific action	Planning Commission, Town Board	NA	NA
Protect and preserve the community character of the Town of Cassville.	Does not require specific action	Planning Commission, Town Board	NA	NA

Table 9.3 Utilities and Community Facilities

POLICIES	IMPLEMENTATION ACTION	RESPONSIBILITY	IMPLEMENTATION TIME LINE	IMPLEMENTATION TOOLS
Ensure that new development bears a fair share of capital improvement costs necessitated by the development.	Does not require specific action	Planning Commission, Town Board	NA	NA
Evaluate public utility alternatives and services to reduce the capital facility and operating costs.	Does not require specific action	Planning Commission, Town Board	NA	NA
Ensure that adequate public utilities including system capacity are available before issuing new development permits.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage well testing as a means of protecting drinking water supplies for private, individual well users.	Does not require specific action	Planning Commission, Town Board	NA	NA
Guide new growth to areas that are most efficiently served with utilities.	Does not require specific action	Planning Commission, Town Board	NA	NA

Table 9.4 Agricultural, Natural, and Cultural Resources

AGRICULTURAL POLICIES	IMPLEMENTATION ACTION	RESPONSIBILITY	IMPLEMENTATION TIMELINE	IMPLEMENTATION TOOLS
Encourage the maintenance of land in productive farm operations or land capable of productive agricultural uses, while exploring and encouraging innovative methods of preserving land for agriculture.	Does not require specific action	Planning Commission, Town Board	NA	NA
Maintain the rural and agricultural character of the community.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage the preservation of the family farm and farmland in the community.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage the preservation of farmland for agricultural uses.	Does not require specific action	Planning Commission, Town Board	NA	NA
Preserve agricultural lands in the community from encroachment by incompatible development.	Ordinance required	Planning Commission, Town Board	March, 2010	NA
Encourage residential, commercial, and industrial development to areas least suited for agricultural purposes.	Does not require specific action	Planning Commission, Town Board	NA	NA
Explore and encourage innovative methods of soil and water conservation.	Does not require specific action	Planning Commission, Town Board	NA	NA
Where and when appropriate, utilize county, state, and federal programs or grants to conserve, maintain, and protect agricultural resources.	Does not require specific action	Planning Commission, Town Board	NA	NA
Where and when appropriate, support state or national agricultural policies that are beneficial to the varieties of agriculture practiced in the jurisdiction.	Does not require specific action	Planning Commission, Town Board	NA	NA
NATURAL RESOURCE POLICIES	IMPLEMENTATION ACTION	RESPONSIBILITY	IMPLEMENTATION TIMELINE	IMPLEMENTATION TOOLS
Encourage the preservation of scenic, historic, and scientific areas for the benefit of present and future generations.	Does not require specific action	Planning Commission, Town Board	NA	NA
Discourage the location of rural non-farm development on environmentally valuable or sensitive land.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage the education of local residents on the importance of natural resources.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage the suppression and limitation of noxious weeds.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage the protection of major drainage corridors from development to aid in stormwater runoff and prevent flooding.	Does not require specific action	Planning Commission, Town Board	NA	NA
Where and when appropriate, utilize county, state, and federal programs or grants to conserve, maintain, and protect natural resources.	Does not require specific action	Planning Commission, Town Board	NA	NA
CULTURAL RESOURCE POLICIES	IMPLEMENTATION ACTION	RESPONSIBILITY	IMPLEMENTATION TIMELINE	IMPLEMENTATION TOOLS
Encourage the education of local residents on the importance of cultural resources.	Does not require specific action	Planning Commission, Town Board	NA	NA
Advocate partnerships with local clubs and organizations to protect important cultural areas held in common interest.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage the protection of cultural resources in the community.	Does not require specific action	Planning Commission, Town Board	NA	NA

Table 9.4 (cont.) Agricultural, Natural, and Cultural Resources

CULTURAL RESOURCE POLICIES	IMPLEMENTATION ACTION	RESPONSIBILITY	IMPLEMENTATION TIMELINE	IMPLEMENTATION TOOLS
Consider implementing a historical preservation ordinance, in order to preserve and/or enhance irreplaceable historic structures, locations, and archeological sites in the community.	Does not require specific action	Planning Commission, Town Board	NA	NA
Continue to support important community festivals and cultural events.	Does not require specific action	Planning Commission, Town Board	NA	NA
Promote tourism opportunities and pursue efforts to capitalize on local resources in conjunction with programs such as walking tours, the Wisconsin Historical Markers Program, distributing ATV or bike trail maps, or maintaining trails.	Does not require specific action	Planning Commission, Town Board	NA	NA
Where and when appropriate, utilize county, state, and federal programs or grants to conserve, maintain, and protect cultural resources.	Does not require specific action	Planning Commission, Town Board	NA	NA

Table 9.5 Housing

POLICIES	IMPLEMENTATION ACTION	RESPONSIBILITY	IMPLEMENTATION TIMELINE	IMPLEMENTATION TOOLS
Coordinate planning activities for senior/special needs/low income housing with Grant County and surrounding jurisdictions to effectively plan for residential growth.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage the availability of a sufficient supply of affordable rental and ownership housing for low and moderate-income individuals.	Does not require specific action	Planning Commission, Town Board	NA	NA
Discourage residential development from areas where soils, slope, or other topographical limitations prove to be unsuitable.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage areas of land for future housing developments.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage contiguous development patterns that preserve and expand upon existing neighborhoods or subdivisions.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage the preservation and rehabilitation of existing housing stock in the community.	Does not require specific action	Planning Commission, Town Board	NA	NA

Table 9.6 Transportation

POLICIES	IMPLEMENTATION ACTION	RESPONSIBILITY	IMPLEMENTATION TIMELINE	IMPLEMENTATION TOOLS
Establish formal truck routes as new industrial developments are platted, with truck weight limits enforced by the County.	Does not require specific action	Planning Commission, Town Board	NA	NA
Consider adopting a Town Driveway Ordinance.	Does not require specific action	Planning Commission, Town Board	NA	NA
As part of the Town budget process, continue to maintain a transportation plan or a local road improvement plan to address long-term needs for road upgrades and/or new roads.	Ongoing	Planning Commission, Town Board	NA	NA
Utilize the community's existing road network to the greatest extent possible, in order to minimize future road maintenance costs and to avoid the fragmentation of woodland and farmland.	Does not require specific action	Planning Commission, Town Board	NA	NA

Table 9.6 (cont.) Transportation

POLICIES	IMPLEMENTATION ACTION	RESPONSIBILITY	IMPLEMENTATION TIMELINE	IMPLEMENTATION TOOLS
Developers should be required to pay for development plans as well as the cost of road improvements or construction (which must meet local road or street design standards).	Does not require specific action	Planning Commission, Town Board	NA	NA
Coordinate with the Grant County Social Services, and any other appropriate agencies, to ensure that transportation options for the elderly and disabled population meet local needs.	Does not require specific action	Planning Commission, Town Board	NA	NA
Continue to work cooperatively with adjacent jurisdictions for consistency with transportation plans.	Does not require specific action	Planning Commission, Town Board	NA	NA

Table 9.7 Economic Development

POLICIES	IMPLEMENTATION ACTION	RESPONSIBILITY	IMPLEMENTATION TIMELINE	IMPLEMENTATION TOOLS
Consider joining other municipalities and the county to support a countywide economic development organization that uses an agreed on formula to set annual budget contributions.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage efforts to provide broadband internet service throughout the county to enable people to work from home.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage commercial development (other than 'strip development') close to the Village of Cassville to utilize the Village's services and utilities, rather than at sites along highways extending into rural areas.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage crop and livestock production farming as a local economic development strategy.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage businesses that add value to agricultural products through processing, packaging and marketing as a local economic development strategy.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage entrepreneurial activity that seeks to market local recreational and cultural resources and is compatible with identified resource protection goals.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage job-training programs at area schools and local colleges to help local workers and employers develop the skills necessary to stay competitive in a global economy.	Does not require specific action	Planning Commission, Town Board	NA	NA
Continue to support efforts to attract tourists to the community and local businesses, through local or joint effort marketing, a web site, advertising and other methods.	Ongoing action	Planning Commission, Town Board	NA	NA
Encourage programs and groups that work to preserve historic buildings and cultural resources as a way to develop tourism and enable the community to better attract new residents.	Does not require specific action	Planning Commission, Town Board	NA	NA
Whenever possible, encourage the location of businesses in existing commercial areas, existing buildings, or brown-field sites before developing green-field sites.	Does not require specific action	Planning Commission, Town Board	NA	NA

Table 9.8 Intergovernmental Cooperation

POLICIES	IMPLEMENTATION ACTION	RESPONSIBILITY	IMPLEMENTATION TIMELINE	IMPLEMENTATION TOOLS
Continue to cooperate with other units of government to share public services, staff, or equipment where and when appropriate.	Does not require specific action	Planning Commission, Town Board	NA	NA

Table 9.9 Land Use

POLICIES	IMPLEMENTATION ACTION	RESPONSIBILITY	IMPLEMENTATION TIMELINE	IMPLEMENTATION TOOLS
Carefully weigh pros and cons of future development to maintain the small-town character of the jurisdiction.	Does not require specific action	Planning Commission, Town Board	NA	NA
Recognize the critical role that farmland, open space, historical architecture, scenic vistas, land-and riverscapes, natural resources and designated features, scenic roads, archeological, and cultural features play in defining and enhancing our community's distinctive rural character.	Does not require specific action	Planning Commission, Town Board	NA	NA
Encourage the protection of active agricultural lands and forestry in the community as this land use helps realize our vision for the future.	Does not require specific action	Planning Commission, Town Board	NA	NA
Avoid disturbance to wetlands, shorelands, and floodplains and discourage disturbance to other environmentally sensitive areas and corridors.	Does not require specific action	Planning Commission, Town Board	NA	NA
Recognize that sensitive environmental features such as floodplains, wetlands, and steep slopes are extremely important in helping to define the distinctive character and scenic beauty of our community.	Does not require specific action	Planning Commission, Town Board	NA	NA
Building placement and lot layout should be designed to provide a functional relationship to the site's topography, existing vegetation, and other natural features. The conservation of mature plant species, hedgerows, prairies/oak savannas, and woodlots should be encouraged to preserve the rural character of the community.	Does not require specific action	Planning Commission, Town Board	NA	NA
Our community will require all proposed public recreational development to conform to all of the policies in this Comprehensive Plan, particularly those aimed at protecting the agricultural character and farm vitality of the community.	Does not require specific action	Planning Commission, Town Board	NA	NA
Require detailed neighborhood development plans and phasing plans prior to zoning, platting, and development of planned residential areas.	Does not require specific action	Planning Commission, Town Board	NA	NA

Table 9.10 Implementation

POLICIES	IMPLEMENTATION ACTION	RESPONSIBILITY	IMPLEMENTATION TIMELINE	IMPLEMENTATION TOOLS
Comply with and enforce the 14 Planning Goals and the Policies and Programs outlined in this Comprehensive Plan.	Requires specific action	Planning Commission, Town Board	NA	NA
Enforce local ordinances to support the vision noted in Section 9.2.	Requires specific action	Planning Commission, Town Board	NA	NA
Comply with applicable County, State, and Federal regulations.	Requires specific action	Planning Commission, Town Board	NA	NA
Amend the local comprehensive plan and local ordinances only after careful evaluation of existing conditions and potential impacts.	Requires specific action	Planning Commission, Town Board	NA	NA
Update the Town of Cassville Comprehensive Plan at a minimum of every ten years as required by Wisconsin State Statute 66.1001.	Requires specific action	Planning Commission, Town Board	2019	2019

9.12 SUGGESTED LAND USE DECISIONS PROCEDURES

The process of making land use decisions should be from the “ground up”, straightforward, and easy to understand. In order to operate correctly and fairly, a town’s process needs to be understood and followed. Southwestern Wisconsin Regional Planning Commission has developed a process and documentation to help town’s in their land use decision making and recommends that jurisdiction’s use it in conjunction with their comprehensive plans.

Attached is a schematic that describes how an application for a development project would proceed. Also attached is a Land Use Decision Application form in the Chapter 9, Implementation Attachments.

IMPLEMENTATION ATTACHMENTS

Recommended Land Use Decision Making Process for Towns **without** County Zoning

Start

- Applicant fills out top portion of Land Use Decision Application (LUDA) form, attaches relevant documentation, and submits to Town Planning Commission / Board.
- Applicant has proposal added to Town Planning Commission / Board Agenda.



Town Review

public hearing with notice

- Town Planning Commission/Board hears proposal and reviews LUDA form with attachments.
- Town Planning Commission/Board determines whether the proposal is **consistent** with its Comprehensive Plan.
- Town makes a decision and fills out '**Town Findings**' of LUDA form and attaches all relevant documentation including minutes.

Approved

Denied

Approved
with conditions*



Approved with conditions:

- Town approves the proposal with conditions* that the applicant must meet.
- Applicant makes changes to the proposal as needed.



* **Conditions** must include both an action and a timeframe for when the action must be executed.