

Introduction

The Implementation Element is the “how to” portion of the plan. It prescribes those actions necessary to realize the visions, including proposed changes to any applicable zoning ordinances, sign regulations, site plan regulations, design review and subdivision ordinances.

This chapter includes all of the goals, objectives and policies developed to support all other elements of this plan. In this way, this chapter serves as the master “to do” list for implementing the plan.

Relationship Between Elements

Throughout the plan, coordination between the nine required elements has been highlighted as a special section of each element chapter. In several instances, a single objective and theme applies to more than one element of the plan and was reprinted in several chapters. To further highlight the interconnected nature of the elements, within the tables provided at the conclusion of this chapter a column titled “*Related Elements*” is included. This column highlights how each particular objective relates to other elements of the plan.

Measuring Progress

To track planning progress and help to ensure that the plan is implemented, milestone dates (see definition in box) are provided for each objective. Special attention has been given to the milestone dates to ensure that individual objectives act in harmony with other stated goals and objectives and are feasible expectations for the Town.

To ensure that the plan elements are understood in their totality over the life of the plan, the Town of Carlton will annually review the goals and objectives. Part of this effort, will also include addressing conflicts which may arise between the nine elements.

Responsibilities

Implementation of the Town of Carlton Comprehensive Plan will be the primary responsibility of the Town of Carlton Board. It will be the Town Board’s responsibility to update and make appropriate changes to this plan as necessary. The element tables provided at the end of this chapter also include a “*Champion/Partner*” column. This person or agency is anticipated to play a crucial role in the completion of the particular objective for which they are identified.

Milestone Date

A specific date, after the adoption of the Comprehensive Plan, when the Town will review the plan implementation action to see if the objective has been met and consider additional implementation strategies to achieve the stated goal.

Updating the Comprehensive Plan

As stipulated in 1999 Wisconsin Act 9, a comprehensive plan must be updated at least once every 10 years. However, in order to ensure that Carlton’s plan is an effective management tool, the Town Board will review the plan goals and objectives annually to track those activities that have been completed and add additional objectives as needed to accomplish the stated goals. The tracking will be done in an annual “*evaluation and appraisal report*” (EAR).

The Town of Carlton will initiate its first comprehensive update of this plan by 2016. This update will also involve a comprehensive review of the inventory information presented in each chapter. Furthermore, the Town will coordinate with all partners identified in the Intergovernmental Element to understand any external changes that may impact the plan. Finally, the Town will complete a comprehensive review of all visions/policies, goals, objectives and programs outlined in this plan to evaluate progress and consider additional opportunities. Comprehensive updates will be scheduled on a ten-year basis to ensure that this plan remains up-to-date and an effective tool for decision-making.

Implementation Programs

The Town of Carlton will seek to implement this plan through the pursuit of the goals and objectives outlined in this chapter. To the greatest extent possible, existing Town, County, and State programs will be employed. It is possible that additional program needs may be identified during the annual review of this chapter and subsequent comprehensive plan updates.

Housing Agenda

HOUSING POLICIES

1. Utilize the patterns presented on the Future Land Use Map as a guide for development.
2. Require new developments to provide links and access to planned trails.
3. Encourage the integration of varied housing types within developments. This would include a blend of single-family, two-family, and other choices within the same development.
4. Discourage residential development in areas where it would be detrimental to farmland preservation goals.
5. Require that new subdivisions adjacent to farms provide a suitable buffer through the use of fences, berms, and natural landscaping.
6. Require that residential developments preserve and enhance natural features such as vegetation, wildlife, waterways, wetlands, topography, and scenic vistas.
7. Provide a range of housing styles, types, and price ranges to support lifestyle needs and preferences.
8. Preserve the rural character of the communities.

GOAL 1: Enhance the existing environmental assets and rural residential atmosphere of Carlton so the community continues to be an attractive place to live.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Ag., Nat. & Cult. Resources Land Use	Prohibit residential development in floodplain and wetland areas.	N/A	Kewaunee County WDNR	Continuous
Ag., Nat. & Cult. Resources Land Use	Encourage “low impact” development to reduce stormwater runoff and flooding.	N/A	WDNR	Continuous
Transportation	Encourage pedestrian access and amenities (i.e., trails and sidewalks) as part of all proposed housing developments.	N/A	Town Board	Continuous
Ag., Nat. & Cult. Resources Land Use	Make green space an integral part of residential neighborhoods.	N/A	Town Board	Continuous

GOAL 2: Maintain housing values over time.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Implementation	Enforce residential codes and ordinances to ensure that properties are well maintained.	Town Budget	Building Inspector / Code Enforcement Specialist	Continuous
Implementation	Educate residents about the importance of property maintenance by developing and distributing a brochure highlighting property maintenance techniques and benefits.	Town Budget	Town Board	2008

GOAL 3: Provide a greater variety of housing types, designs, densities, and price ranges to meet the changing needs of residents of varying incomes, ages and lifestyle preferences and to support economic development.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Implementation	Evaluate (through survey and Census Data) and monitor the need for alternative housing and support services for residents, including seniors.	Town Budget	Kewaunee County	2010
Land Use Economic Development	Encourage private, non-profit organizations like community housing development organizations (CHDOs) and developers to build more alternative housing units in the communities.	Town Budget	Building Inspector Town Board Town Plan Commission	Continuous
Implementation	Consider adopting a policy and supporting ordinances to require that alternative housing units be included in future residential developments.	Town Budget	Town Board	2010
Implementation	Review and update existing development controls to encourage housing that is easily adaptable for seniors and residents with disabilities. This effort should also include a review of ordinances to ensure they do not prohibit more alternative housing development.	Town Budget	Kewaunee County Town Board	2010
Intergovernmental	Support existing county, private, and church efforts, and consider new programs, that provide needed assistance for elderly and disabled residents who wish to stay in their own homes.	Kewaunee County	Town Board	Continuous
Land Use Economic Development	Promote the establishment of a senior care facility or retirement community in the area.	Kewaunee County	Town Board	Continuous
Land Use Economic Development	Consider revisions to the zoning ordinance to establish provisions for smaller dwelling sizes and smaller garages as conditional uses in mixed use and infill developments to provide a greater variety of single-family housing choices.	Town Budget	Local Builders & Developers Town Plan Commission	2008
Land Use Economic Development	Revise the zoning ordinance to allow for townhomes, triplexes and quadplexes by conditional permit in certain districts.	Town Budget	Town Board	2008
Land Use Economic Development	Coordinate with local developers to establish a variety of local housing choices. <ul style="list-style-type: none"> a. Using the <i>Future Land Use Map</i> as a guide, prepare an inventory of potential infill sites in and adjacent to existing residential areas. Distribute this list to developers. b. Create a new Planned Unit Development Zoning District to allow for a blending of commercial, multiple- and single-family development on a single property. This district would include performance standards, as opposed to strict setback requirements, to provide flexibility for developers interested in smaller properties with mixed housing types uses. 	Town Budget	Developers Town Plan Commission	2008

GOAL 4: Encourage manageable rates of housing development.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Land Use	Investigate the potential for establishing a growth management ordinance to provide for subdivision phasing requirements, building permit limitations, and mapped annual growth boundaries.	Town Budget	Town Board	2010
Implementation	Consider revisions to local building and mechanical codes to require energy efficient housing choices.	WI Focus on Energy	Local Builders Building Inspector	2010

Transportation Agenda

TRANSPORTATION POLICIES

1. Provide a greater range of transportation choices, including quality streets, roads, highways, bicycle routes, and trails to meet the needs of a growing population.
2. Provide inspiring and well-maintained public streets in proposed residential subdivisions.
3. Provide multi-modal transportation links connecting proposed subdivisions with existing trail networks.
4. Require that residential subdivision developers include public access trails in proposed conservation subdivisions.
5. Promote opportunities for walking, hiking, and biking through the community to enjoy the natural character of Carlton.
6. Expand transportation choices for the elderly, disabled, and children.
7. Discourage the development of roadways in environmentally sensitive areas such as wetlands, floodplains, prime agricultural lands, and soils with severe engineering limitations.
8. Schedule street improvements according to the analysis of existing physical street conditions and Town budget capacities using a Capital Improvement Plan and Budget.
9. Implement the objectives identified in the BLRPC 'Bicycle Transportation Facilities Plan for the Bay-Lake Region.'

GOAL 1: Maintain and improve Town Roads in a timely and well-planned manner.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Implementation	In accordance with state law, using PASER, continue to update road ratings, as required. Seek to increase local funds for road maintenance to support PASER recommendations.	WisDOT	Highway Superintendent	Continuous
Utilities & Community Facilities	Evaluate the merits of using a <i>Capital Improvements Plan</i> , PASER results, traffic counts, and accident rates to coordinate and plan for annual roadway improvements and maintenance as well as other capital projects (i.e., municipal building upgrades, equipment purchases, etc.).	Town Budget	Town Board	2008
Implementation	Develop a plan to patrol and field check all local roads at regular intervals.	WisDOT	Highway Superintendent	2010
Implementation	Evaluate the merits of creating a transportation utility to finance road maintenance and system improvements.	Town Budget	Town Board	2012

GOAL 2: Promote a regional multi-modal transportation system for efficient, safe, and convenient movement of people, goods, and services.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Intergovernmental	Develop a <i>Pedestrian Plan</i> for the Town, with particular emphasis on walkability within a 10-15 minute walking distance of important local destinations and existing trail routes. The <i>Pedestrian Plan</i> should use the <i>Transportation System Plan</i> as a guide for more specifically delineating the location, dimensions, and quality of walkways and trails through the community.	WisDOT	Kewaunee County	2008
Implementation	Develop a plan to address pedestrian traffic on narrow roads.	WisDOT	Kewaunee County	2008
Utilities & Community Facilities	Coordinate with senior groups and the school district to identify priorities for pedestrian improvements.	WisDOT Transportation Enhancement Program	Town Plan Commission Senior Groups School Districts	2008
Utilities & Community Facilities	Using the <i>Pedestrian Plan</i> , devise a construction and maintenance schedule to be incorporated into a <i>Capital Improvement Plan</i> and <i>Official Map</i> .	Town Budget	Town Board	2010
Implementation	Periodically update the <i>Pedestrian Plan</i> as new areas are developed.	WisDOT Transportation Enhancement Program	Town Board	2013, 2018

GOAL 3: Develop a safe and accessible trail network throughout Kewaunee County.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Intergovernmental	To capitalize on its proximity to the Ahnapee Trail, the Town should work with neighboring communities and Kewaunee County to create linkages between community centers and the Ahnapee Trail.	WDNR Recreational Trails Grant Program	Town Board	2008
Implementation	The communities should organize volunteers (i.e. community groups, students, etc.) and work with local landowners to identify, design, and construct new trail routes.	Volunteer Labor	Town Board	Continuous
Land Use	Pursue grant funds to develop the recommended trail and bicycle routes through the county.	Town Budget	Town Board	Annually
Housing	Coordinate with local subdivisions (i.e. landowners, developers and homeowners associations) to conduct a study related to the future use of undeveloped open space as connection routes (i.e. walkways/paths) through the county.	Subdivision Associations	Town Board	2009
Housing	Encourage developers to include trails accessible to the public within the open space areas of existing and proposed conservation subdivisions.	Developers	Town Board	Continuous
Intergovernmental	Work with WDNR to allow for ATV use, with controlled speed limits, on Ahnapee Trail.	WDNR	Kewaunee County	2007
Intergovernmental	Investigate ways in which trail damage caused by horses can be minimized on Ahnapee Trail.	WDNR	Kewaunee County	2007

GOAL 4: Support the long-term viability of area roads.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Land Use Intergovernmental	Consider the merits of requiring larger setbacks along the state highway right-of-ways to ensure adequate available space for future expansion.	N/A	Town Board WisDOT Kewaunee County Highway Commissioner	2008
Implementation	Continue to support the efforts of law enforcement officials to achieve heightened enforcement for required stops and speed limits along area roads.	Kewaunee County	Kewaunee County Sheriff	Continuous
Land Use	Include language in future subdivision ordinances requiring that residential developers complete traffic impact analyses for new subdivisions to ensure that the road network can accommodate the additional traffic volumes resulting from the proposed development.	N/A	Town Board	2007
Implementation Agricultural, Natural, & Cultural Resources	As roads are evaluated for future improvements, consider ways in which they can be upgraded to better accommodate large farm equipment.	N/A	Town Board WisDOT Kewaunee County Highway Commissioner	Continuous
Intergovernmental Agricultural, Natural, & Cultural Resources	Work with WisDOT and County Highway department to improve road grading on shoulders to accommodate large farm equipment.	N/A	Town Board WisDOT Kewaunee County Highway Commissioner	Continuous

GOAL 5: Keep residents informed of pending transportation improvements.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Issues & Opportunities	Provide information about road improvements at the annual Town meeting and other public meetings when appropriate.	Town Budget	Town Highway Superintendent	Continuous
Issues & Opportunities	Provide information about transportation improvements on community web sites, newsletters, and other media.	Town Budget	Town Highway Superintendent	Continuous

GOAL 6: Develop the transportation network in accordance with adopted land use plans, economic considerations, physical constraints, and community desires to meet local travel needs.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Land Use	Develop and maintain an <i>Official Map</i> to plan for roadway extensions and improvements over time.	Town Budget	Town Highway Superintendent	2010; Update Continuously
Land Use	Review the <i>Transportation Network Map</i> provided in this chapter at least every five (5) years to ensure that it accurately reflects changes indicated on the Town <i>Official Map</i> and any current development plans.	Town Budget	Town Highway Superintendent Town Board	2011, 2016 2021, 2026
Intergovernmental Agricultural, Natural, & Cultural Resources	Work with WisDOT and County Highway Department to ensure that the road network equally addresses the needs of local farmers and tourists.	N/A	Town Board WisDOT Kewaunee County Highway Commissioner	Continuous

GOAL 7: Partner with the County, BLRPC, and WisDOT to plan and coordinate transportation improvements.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Intergovernmental	Communicate and coordinate transportation improvements and plans with WisDOT, BLRPC and the Kewaunee County Highway Department.	Town Budget	Town Board	Continuous
Intergovernmental	Provide copies of this plan and subsequent updates to WisDOT, BLRPC, and Kewaunee County.	Town Budget	Town Board	Continuous
Intergovernmental	Evaluate the need for the development of park & ride facilities and send documentation supporting identified needs to WisDOT.	WDOT Kewaunee County	Kewaunee County	Continuous
Land Use	Encourage WisDOT, Kewaunee County and BLRPC to directly notify residents and businesses of anticipated transportation projects, as well as, provide regular work schedule updates.	N/A	Town Board Kewaunee County Highway Commissioner BLRPC	Continuous

Utilities & Community Facilities Agenda

UTILITIES AND COMMUNITY FACILITIES POLICIES

1. Require parkland dedication for new residential development projects.
2. Locate park and open space throughout the communities to ensure that all neighborhoods and residents have access to open space.
3. Encourage the involvement of citizens in the planning and improvement of parks.
4. Consider the year-round use of park and trail facilities to provide additional winter recreation choices.
5. Construct all new park facilities for handicapped accessibility. (This is required to maintain eligibility for matching park funds from the Department of Natural Resources.)
6. Use the Town Official Map to reserve areas particularly suitable for future parks, trails, and utilities.
7. Require developers to pay their “fair share” for improvements needed to support new development requests.

GOAL 1: Ensure that all Town development is served by efficient, cost-effective utilities and community facilities within the Town’s capacity to provide such services.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Issues & Opportunities	Develop a Capital Improvements Program as a central tool to implement this Comprehensive Plan. The CIP will help the Town plan for needed utilities and community facilities improvements, as well as transportation, and other improvements.	Town Budget	Town Board Town Clerk	2009
Implementation	The Town Board or their designate should meet with the local school districts each year to discuss issues with respect to growth and development.	Town Budget	Town Board School District	Annually
Implementation	Pursue shared service opportunities when mutually beneficial (i.e. cost savings) to improve the efficiency and quality of utilities and community facilities.	Town Budget	Town Plan Commission	Continuous
Land Use	Explore the potential for adopting local impact fees to help pay for new construction (schools, town hall, parks and recreational areas, fire department buildings); the fees must comply with Act 477.	Homeowners / Developers	Town Board Town Plan Commission	2007
Intergovernmental	Encourage Town Board members to attend school board meetings to increase communication between the boards.	Town Budget	Town Board	Continuous

GOAL 2: Establish a “nature-based” Park System to increase educational and recreational opportunities for Town residents and visitors.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Implementation	Undertake a planning and assessment effort to identify Town park needs and potential sites for park development.	Town Budget	Town Plan Commission	2008
Land Use	Pursue State and Federal grant funding to offset costs for park establishment.	Town Budget	Town Plan Commission	Continuous
Land Use	Engage local environmental groups, youth groups, senior organizations, and other interested parties to aid in the planning and design of park facilities.	Volunteer Efforts	See Objective	Continuous
Intergovernmental	Work directly with the County Parks Administrator to plan future recreational locations and events within the Town.	Kewaunee County Town Budget	County Parks Administrator Town Plan Commission	2009

GOAL 3: As the population grows, continue to ensure a safe community by meeting or exceeding recognized standards for public safety.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Implementation	Coordinate with neighboring communities to maintain adequate fire department staff coverage during all shifts.	Town Budget	Town Board	Continuous
Implementation	Evaluate the number, availability and response time of police, fire, and rescue staff.	Town Budget	Town Staff	Continuous
Intergovernmental	When new subdivision, commercial, or industrial development requests are submitted, forward the requests to all local fire departments for review and recommendation.	Town Budget	Town Plan Commission	Continuous
Implementation	Establish a Neighborhood Watch in the Township.	Town Budget	Town Board	2008
Intergovernmental	Work with the Kewaunee County Emergency Government Office to better prepare the community in case of a disaster.	Town Budget Kewaunee County	Town Board	Continuous

GOAL 4: Work with Kewaunee County and WDNR to evaluate and develop recommendations for alternative waste water treatment systems for new residential development in areas unserved by municipal treatment systems.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Intergovernmental Housing	Coordinate with the County to modify existing County Land Division Ordinances for the Town to allow for, or require, alternative wastewater treatment systems for subdivisions with ten or more housing units.	Town Budget	Kewaunee County	2008
Land Use Housing	Consider development of a Land Division/Subdivision Ordinance that includes requirements for alternative wastewater treatment systems for all subdivisions with ten or more housing units.	Town Budget	Town Plan Commission	2008
Land Use Housing	Consider partnerships with residential developers to pursue grant funding to offset the cost of developing and implementing innovative alternative wastewater treatment systems for new subdivisions in the Town.	Town Budget Developers	Town Plan Commission	Continuous

GOAL 5: Work with Kewaunee County, UW-Extension and WDNR to monitor ground water quantity and quality.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Implementation	Develop ordinances to require the installation of groundwater test and observation wells (approximate cost \$2,000) to measure transmissivity (how fast water moves - how much can be pumped) and storativity (how much water can be stored) for each new subdivision development and for commercial and industrial development.	Town Budget	Town Board Town Plan Commission	2009
Intergovernmental	Every 3 years, work with local universities and WDNR to conduct a comprehensive groundwater assessment study to determine impacts/solutions to regional groundwater quality and quantity issues.	Town Budget	Town Staff	2010
Implementation	Add language to existing Town Ordinance to strengthen protection of groundwater quality/quantity (especially with respect to high volume groundwater withdrawal of any kind).	Town Budget	Town Board	2008
Intergovernmental	Within one year of adopting this comprehensive plan, start work with Kewaunee County or the Regional Planning Commission to create a regional map indicating areas susceptible to environmental contamination (based on soil type, depth to bedrock, slope, water table, recharge, etc.). This map will form the basis for determining allowed uses that could impact groundwater quality.	Town Budget	Town Plan Commission	2007
Land Use Implementation	Adopt by ordinance, requirements to test septic systems upon transfer of property to insure systems meet code requirements.	Town Budget	Town Board	2008

Agricultural, Natural & Cultural Resources Agenda

AGRICULTURAL, NATURAL AND CULTURAL RESOURCES POLICIES

1. *Preserve the natural resource base, primary environmental corridors, and surrounding agricultural lands, which contribute to the maintenance of the ecological balance, natural beauty, and economic well being of the community.*
2. *Protect floodplains and other areas having severe soil restrictions from development through local ordinances.*
3. *Protect groundwater and develop programs to ensure the long-term viability of the aquifer as a source of potable water.*
4. *Encourage the proper handling of wastes and chemicals so that they produce a minimum effect upon ground and surface water.*
5. *Regulate the type of commercial and industrial development to minimize the chances of groundwater contamination.*
6. *Discourage development that will interfere with important natural resources, including area lakes and rivers.*
7. *Provide zoning that supports local family farm operations and small specialty farms to maintain agriculture as a productive part of the rural landscape.*
8. *Discourage the development of large-scale farms on unsuitable soils or near populated areas where groundwater is used.*
9. *Maintain the rural character by:*
 - *Limiting residential development to areas with soils to support foundations and wastewater systems.*
 - *Communicating with local farmers who want to sell their property about options available through land trusts and conservation development design techniques.*
 - *Protecting scenic views by limiting development on hilltops.*

GOAL 1: Protect wetlands in the Kewaunee County.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Land Use	Wetland areas adjacent to the Kewaunee River, East and west Twin Rivers, Ahnapee River; Black Ash Swamp; those having special wildlife and other natural values; and having an area of one acre or more should not be allocated to any residential or commercial development and should not be drained or filled.	N/A	Town Plan Commission Kewaunee County WDNR	Continuous
Land Use	To the extent practicable, areas immediately adjacent to and surrounding wetlands should be developed using techniques to minimize effects on wetlands (i.e. buffers, setbacks, etc.).	N/A	Kewaunee County WDNR	Continuous
Land Use	Preserve wetlands in their natural state through the adoption and enforcement of a wetland preservation ordinance.	Municipal Flood Control Grant Program	Town Board WDNR	2010

GOAL 2: Preserve the rural character and support country living by maintaining open space, natural areas, and farmland.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Land Use	Using the <i>Future Land Use Map</i> as a guide, seek to direct residential and commercial development to certain areas, including those areas least suited for farming, with soils that support foundations and septic systems.	N/A	Town Board Town Plan Commission	Continuous
Land Use	Individual lot development on farmland should be directed to the edges of farm fields so as to preserve contiguous blocks of farmland that can continue to remain productive. (This could be achieved through conservation subdivision design).	N/A	Town Board Town Plan Commission	Continuous
Land Use	Review and revise the zoning ordinance to permit additional accessory uses in agricultural areas to help sustain local farming operations (i.e. roadside stands, farmers markets, horse boarding, bed and breakfasts, etc.) and allow for adequate on-site and directional signage.	Town Budget	Town Board Town Plan Commission	2008
Implementation	Establish an Agriculture Committee to: <ul style="list-style-type: none"> a. Provide education to local landowners regarding conservation subdivisions, land trusts, transfer of development rights options, etc. b. Coordinate with local farmers to consider consolidated strategies for efficient niche farming (i.e. local farmers market, specialty farming, equipment sharing, education seminars, insurance/benefit consolidation programs, etc.). c. Oversee an education and marketing campaign to generate local interest for new agricultural endeavors (i.e. organic foods, stables, orchards, etc.). 	Agricultural Development and Diversification Grant Program	Town Board	Continuous

GOAL 3: Preserve and enhance wildlife habitats.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Land Use	Partner with local land trusts to protect wildlife habitat areas. Encourage local landowners to pursue opportunities to protect their land by working with land trusts.	River Protection Grant Program Private Donations and Funding	Land Trusts WDNR	Continuous
Land Use Intergovernmental	Coordinate with WDNR to better identify and protect wildlife habitats, particularly those unique to the community.	River Protection Grant Program	WDNR Town Plan Commission	2008
Land Use Economic Development	Discourage habitat fragmentation by encouraging development adjacent to existing development and as infill.	N/A	WDNR Town Plan Commission Town Board	Continuous
Land Use	Establish a network of green corridors thorough the community to act as wildlife corridors. This effort should begin with areas protected through shoreland wetland zoning, open areas preserved in conservation-based subdivisions, and with the establishment of additional trails and greenways in accordance with the <i>Future Land Use Map</i> .	River Protection Grant Program	Kewaunee County WDNR Town Plan Commission	Continuous

GOAL 4: Protect the quality of surface and groundwater.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Land Use Intergovernmental	Create, maintain and enhance natural buffers along stream banks. a. Support the efforts of Kewaunee County to enforce stream and lake setback requirements by enforcing local zoning requirements and policies established by the Kewaunee County Land and Water Conservation Board (KCLWCB). b. Work with KCLWCB, Kewaunee County, WDNR and the Wisconsin Department of Agriculture Trade and Consumer Protection to promote and help fund riparian buffers along streams and lakeshores. c. Educate residents about the importance of environmental corridors.	River Protection Grant Program	Kewaunee County WDNR Town Plan Commission	2009
Land Use Intergovernmental	Coordinate with the KCLWCB and WDNR to implement agricultural and residential best management practices to reduce nonpoint source water pollution.	Town Budget	Town Board	2009
Implementation	Encourage farmers to use available manure management technologies.	Town Budget	Town Board	Continuous
Land Use	Encourage residents to replace lawns with native species and use rain gardens to encourage infiltration of stormwater to recharge groundwater.	Town Budget	Town Plan Commission	Continuous
Implementation	Develop and revitalize ordinances aimed at minimizing paved surfaces such as driveways and roads. This can be achieved with driveway maximum length standards that have the added benefit of providing better access to residences for fire and police protection and by subdivision and private road design ordinances that limit roadway access and reduce vehicle speed.	Town Budget	Town Board	2008
Intergovernmental Implementation	Coordinate with Kewaunee County and BLRPC to educate homeowners on the need for proper maintenance of private well and onsite wastewater treatment systems, periodic testing of private well water, and planning for eventual well, pump or drain field replacements.	Contact UW-Extension for workshop information	Town Board	2008
Implementation	Strongly encourage or require water conservation and use of water saving devices such as low-flow showerheads and toilets within homes.	N/A	Kewaunee County Land and Water Conservation Board (KCLWCB) Town Board	Continuous
Land Use Implementation	Require conservation subdivision principals for all residential development occurring in sensitive ecological areas for prime agricultural lands.	N/A	Town Board Town Plan Commission	2007
Land Use Implementation	Coordinate with local quarry operators to ensure that operations adhere to the requirements of NR 135.	Town Budget	Town Board	Continuous

GOAL 5: Preserve and protect the historic resources of the Town to promote the educational, cultural, and general welfare of residents of the Carlton and provide for a more interesting, attractive and vital community.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Utilities & Community Facilities	Work with residents and other groups to inventory historic properties and locations in the communities. Share this information with the State of Wisconsin Architecture and History Inventory.	Town Budget	Kewaunee County	2009
Implementation	Adopt a historic preservation ordinance in cooperation with the State Historical Society.	Town Budget	Town Board	2008
Implementation	Promote the historic resources of the community by supporting local preservation groups.	Town Budget	Kewaunee County Local Historical Societies	Continuous

GOAL 6: Preserve and protect groundwater to ensure a long-term, viable source of potable water for current and future residents of the Town.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Land Use Implementation	Develop and implement an annual well-monitoring strategy for existing wells within the Town.	Town Budget	Town Board UW-Extension Office	Continuous
Land Use Implementation	Establish a requirement to install passive monitoring wells, or piezometers, within all future development projects.	River Protection Grant	Town Board UW-Extension Office	2008
Land Use	Identify those areas where susceptibility to groundwater contamination is highest and develop plans to ensure that land use within these areas occurs in a manner consistent with protecting groundwater.	Kewaunee County USDA-Natural Resources Conservation Service	Town Plan Commission UW-Extension Office	2009
Land Use Implementation	Develop an information & education strategy aimed at providing residents with the tools to protect their potable water supply.	Contact UW-Extension for workshop information	Town Board	2009
Utilities & Community Facilities	Develop guidelines to determine at what point in the future the Town should consider developing a municipal water system.	Town Budget	Town Plan Commission Town Board	2009

GOAL 7: Harvest over population of deer, turkeys, coyotes and geese.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Implementation	Work with the WDNR to survey current wildlife populations in order to determine sustainable population levels.	Town Budget WDNR	Kewaunee County WDNR Town Board	2008
Implementation Intergovernmental	Encourage the WDNR to establish additional or fewer hunting zones in the Kewaunee County area to control wildlife populations.	N/A	Kewaunee County	2008
Implementation Intergovernmental	Partner with the Kewaunee County Land and Water Conservation Department to educate residents about wildlife damage and wildlife conservation measures.	Kewaunee County	Kewaunee County Town Board	2008

Economic Development Agenda

ECONOMIC DEVELOPMENT POLICIES

1. Provide assistance through the development approval process to persons and organizations interested in developing new, or expanding existing, small businesses.
2. Follow the pattern on the Future Land Use Map when evaluating locations for new business development.
3. Support agriculture and tourism as preferred industries to provide local and county revenue at a minimal cost of service.
4. Facilitate the establishment of agri-business and home-based businesses that are consistent and compatible with the character of the surrounding area, maintain the rural appearance of the landscape, minimize the potential of negative impacts (traffic, noise, odor, glare, signage, parking, truck deliveries, etc.) and do not result in non-residential clusters or strips of development in areas beyond Carlton, the crossroads communities and other identified areas on the Future Land Use Map.

GOAL 1: If appropriate, revitalize the crossroads community areas to enhance their historic charm and mix of businesses.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Implementation	Develop a coordinated streetscape plan for the crossroads community areas. This effort would include façade improvements for local businesses, as well as, street amenities like sidewalk improvements (i.e. pavers), lighting improvements, signage and canopies, street furniture (i.e. waste receptacles and benches), as well as landscaping. This could be done as a coordinated effort among all six communities to minimize costs and create a visual harmony among the crossroads communities.	Main Street Program	Wisconsin Department of Commerce Town Board	2010
Implementation	Collaborate with local business and resident stakeholders to develop a design review ordinance related to signage, landscaping and streetscaping efforts.	Town Budget	Town Board	2010
Implementation Intergovernmental	Coordinate with the KCEDC and area banks to establish a revolving loan fund for private façade improvements.	Town Budget	Town Board	2010
Implementation	Support the historic design/character by investing in needed lighting, signage, pedestrian amenities, plantings and other improvements identified in the streetscape plan(s) completed in objective #1.	Town Budget	Town Board	2010

GOAL 2: Preserve productive agricultural areas for long-term farm uses.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Land Use	Restrict residential and commercial development to areas least suited for agricultural purposes (perhaps land where there is no history of farming or that is inaccessible).	N/A	Town Plan Commission Town Board	Continuous
Land Use	Discourage land divisions or subdivisions on prime farmland.	N/A	Town Plan Commission Town Board	Continuous
Land Use	Limit nonfarm residential development to a low density.	N/A	Town Plan Commission Town Board	Continuous
Land Use	Discourage the rezoning of land zoned for exclusive agriculture use.	N/A	Town Plan Commission Town Board	Continuous
Land Use	Encourage participation in the state farmland preservation program.	N/A	Town Plan Commission Town Board	Continuous
Implementation	Protect farming operations from incompatible adjacent land uses.	N/A	Town Board	Continuous
Land Use	Discourage isolated commercial and industrial uses in agricultural areas.	N/A	Town Board	Continuous
Implementation	Develop language in the existing zoning ordinance that establishes operational and siting criteria for new or expanding commercial and industrial uses.	Town Budget	Town Board	2008

GOAL 3: Preserve farming as the economic base of the community.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Implementation	Encourage farmers to seek funding and other assistance to innovate and modernize their operations.	Town Budget	Town Board	Continuous
Implementation	Support local farm product processing and marketing initiatives.	N/A	Town Board	Continuous
Implementation	Find ways to encourage retiring farmers to pass farms on to heirs or sell to farmers.	N/A	Town Board	Continuous
Implementation Land Use	Preserve suitable land areas for agricultural and associated uses.	Town Budget Private Funding	Town Plan Commission Land Trusts	Continuous
Issues & Opportunities	Ensure agriculture is not threatened or restricted by adjacent land uses in significant agricultural areas.	Town Budget	Town Plan Commission	Continuous
Implementation	Coordinate with local farmers and communities to develop a local or regional ‘brand’ for agricultural products.	Joint Effort Marketing Grant	Town Board Local Businesses	2008
Implementation	Adopt minor amendments to the local zoning ordinances to more clearly permit accessory uses and structures in agricultural areas to support value-added opportunities for local farmers (i.e. roadside stands, home occupations, corn mazes, bed and breakfasts, petting zoos, farmer-for-a-day camps, etc.).	Town Budget	Town Board	2008
Implementation	Consider developing an educational brochure to clarify what’s involved in developing accessory uses in agricultural districts.	Town Budget	Town Board	2008

GOAL 4: Improve communication and coordination with local businesses to support the retention of local businesses and establishment of new small, local businesses.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Implementation	Encourage local businesses to participate in the local chamber of commerce or establish their own business association (such as a Business Improvement District – BID) to more effectively communicate their desires and expectations with surrounding communities.	Town Budget / Business Improvement District (BID) Fund	Town Board	2009
Implementation	Encourage and promote expansion of family farming operations, including value added businesses (i.e. bed and breakfasts, roadside stands, horse boarding etc.).	Town Budget	Town Board	Continuous
Implementation	Initiate a campaign with local business owners and residents to encourage local patronage.	Chamber of Commerce BID	Town Board	2009

GOAL 5: Expand the local tourism economy.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Intergovernmental Implementation	Establish a committee (and/or partnership with KCEDC and Kewaunee County Department of Promotions and Recreation) to explore opportunities for new sustainable tourism business based on natural resources, historical heritage, and farm activities.	Volunteer Committee	Town Board Kewaunee County KCEDC	2008

Land Use AGENDA

LAND USE POLICIES

1. *It is the policy of the Town of Carlton to review all development proposals in accordance with this Comprehensive Plan, particularly to encourage conservation-based residential developments and to address the design and scale of non-residential uses.*
2. *It is the policy of the Town of Carlton to promote energy efficiency building and design practices by encouraging development that complies with the Wisconsin Energy Star program.*
3. *It is the policy of the Town of Carlton to support business designs that respect the residential character of the community.*
4. *It is the policy of the Town of Carlton to support infrastructure improvements (i.e. walkways, trails, etc.) to improve the walkability of the crossroads community areas and connections between residential developments.*
5. *It is the policy of the Town of Carlton to promote development patterns in Norman that respect Traditional Neighborhood Design and New Urbanism Design principles.*
6. *It is the policy of the Town of Carlton to support the continuation of agricultural uses, particularly small family-owned operations, as critical economic and cultural aspects of the community.*

GOAL 1: Provide effective tools to promote desired development patterns in the Town of Carlton.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Implementation	Create an Official Zoning Map that accurately reflects existing zoning patterns.	Town Budget	Town Plan Commission	2007
Implementation	Develop a Town land division / subdivision ordinance to localize the regulation of residential development. a. Develop standards within the subdivision ordinance to promote better connectivity though the community, create design standards, and provide park and recreational opportunities for residents.	Town Budget	Town Plan Commission Town Board	2007

GOAL 2: Create an accessible destination point for residents and visitors that offer basic goods, services, and residential choices.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Economic Development Implementation	Guide future commercial and economic development within the crossroads community of Norman as a primary community asset and focal point for quality mixed development using grants and private investment. a. Pursue sidewalk development with links to parks, businesses, and other community destination nodes. b. Develop design and sign standards, based upon desirable, existing architectural themes, to guide future development.	Town Budget	Town Plan Commission	2010

GOAL 3: Protect the Town’s abundant and high quality natural resource areas to maintain Carlton’s natural atmosphere and community character.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Economic Development	Encourage the development of conservation subdivisions to maintain open spaces, wildlife habitat, scenic vistas, and perhaps some farmland.	N/A	Town Board Town Plan Commission	Continuous
Economic Development	Develop a night-sky lighting ordinance to regulate the intensity, use, and direction of lighting in order to preserve the dark skies over Carlton.	Town Budget	Town Plan Commission Town Board	2007

Intergovernmental Agenda

INTERGOVERNMENTAL POLICY

- The Town of Carlton will seek to cooperate with all neighboring municipalities, Kewaunee County, BLRPC, state agencies, and school districts for mutual benefit.*

GOAL 1: Carlton will maintain and seek additional opportunities to improve communication with neighboring communities, the school districts, the WDNR, WisDOT, Kewaunee, and other intergovernmental partners.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Implementation Economic Development Land Use	The Town will consider an Intergovernmental Communication Program that opens lines of communication to encourage coordinated planning efforts, particularly at shared boundaries. This program will include the following elements: <ol style="list-style-type: none"> Each year the Town of Carlton will host an intergovernmental workshop with the governments and agencies identified in this chapter to discuss concerns, plans, exchange ideas, report implementation achievements, and appoint action teams to work on issues over the next two years. Twice each year, the Town Board will meet with the planning staff and leaders of adjacent municipalities to discuss development plans, patterns, improvements and boundary agreement opportunities. 	Town Budget	Town Board	2008
Implementation	Continue to actively participate in the comprehensive planning activities of neighboring communities, Kewaunee County and BLRPC.	Town Budget	Town Plan Commission Town Board	Through 2010
Utilities & Community Facilities	Participate in the planning activities of the school districts, particularly with respect to expansion and building of new facilities.	Town Budget	Town Plan Commission	Continuous

GOAL 2: Seek new ways to coordinate and share community facilities and services with neighboring communities, the school districts and Kewaunee County.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Utilities & Community Facilities	Consider opportunities when signing contracts with private companies to coordinate with neighboring communities and the school districts that need similar services (i.e. plowing, resurfacing, etc.) and then negotiate with the private company for a reduced cost based on the larger project volume.	Joint Contracts	Town Board	Continuous
Utilities & Community Facilities	Pursue opportunities to purchase expensive road maintenance equipment jointly with neighboring communities that can share the equipment in exchange for paying a portion of the purchase and maintenance costs	Joint Purchases	Town Board	Continuous
Utilities & Community Facilities	Consider opportunities to lease existing Town equipment to generate revenue for the Town and avoid situations where neighboring communities and the school district own similar equipment that is underutilized.	N/A	Town Board	Continuous
Utilities & Community Facilities	Coordinate with surrounding communities to consider snowplowing schedules that efficiently meet the needs of area residents. This may involve using Town equipment to plow portions of adjacent community streets (and vice versa) to maximize efficiencies and minimize costs.	N/A	Town Board	Continuous
Transportation	Using the <i>Transportation Network Map</i> and <i>Transportation Plan Map</i> provided in this plan and the plans of neighboring communities, develop and adopt a coordinated traffic circulation and access plan along all of Carlton's boundary road corridors.	Town Budget	Town Plan Commission	2010
Utilities & Community Facilities	Investigate opportunities to provide garbage collection and recycling more efficiently by cooperating with neighboring communities and the school districts to coordinate collection times and contract negotiations with private providers to secure costs savings.	Joint Contract	Town Board	2008
Utilities & Community Facilities	Encourage the school districts to collaborate in ways that will allow them to provide additional services to Town residents (i.e. expanded library hours, youth summer reading programs, opportunities for community use of classrooms as meeting spaces for seniors and community classes).	School District Budgets	Local School Districts	Continuous
Utilities & Community Facilities	The Town, school districts and other public and private entities should explore joint use agreements concerning the use of recreational facilities in order that the advantages of such an agreement can result in avoidance of facility duplication and a greater diversity of recreational opportunities.	N/A	Town Board, school districts, private entities	2008

Implementation Agenda

IMPLEMENTATION POLICIES

1. It is the policy of the Town of Carlton to use its comprehensive plan as a central tool in local decision-making.

GOAL 1: To ensure that the Town of Carlton Comprehensive Plan is an effective tool for making local land use decisions.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Issues & Opportunities	Annually review the goals and objectives presented throughout this chapter to assess implementation success and consider additional objectives.	Town Budget	Town Board Town Plan Commission	Annually
All Elements	As available, provide updated information to supplement the plan information (i.e. updated <i>Existing Land Use Map</i> , updated <i>Transportation Network Map</i> , groundwater study information, etc.)	Town Budget	Town Plan Commission	Continuous

GOAL 2: To ensure that the Town of Carlton Ordinances are effective tools for making land use decisions.

Related Element(s)	Objectives	Potential Funding Source	Champion/Partner	Milestone Date
Land Use	Create an <i>Official Zoning Map</i> based on a complete review of Town zoning approvals.	Town Budget	Town Plan Commission	2010
Land Use	Consistent with the results of the community survey, develop a property maintenance ordinance to restrict the outdoor storage of junk cars, old appliances, building materials, etc.	Town Budget	Town Plan Commission	2008
Land Use	Review the time a building permit is valid in order to prevent a situation whereby development is initiated, but not completed.	Town Budget	Building Inspector	2008
Land Use	Develop a Subdivision Ordinance regarding phased development to promote orderly development of commercial and mixed-use areas in accordance with the <i>Future Land Use Map</i> .	Town Budget	Town Board	2007
Land Use	Develop a new zoning district to permit development within the areas designated as walkable crossroads communities and Neighborhood Activity Centers on the <i>Future Land Use Map</i> . These regulations must address permitted uses, conditional uses, maximum building height, building materials, lighting, signage, parking, buffers, etc. to ensure development is harmonious with neighboring uses.	Town Budget	Town Board	2008
Land Use Economic Development	Develop a sign ordinance to address sign issues within the Town. Consider applications of new sign technology (i.e. changeable message boards), and clearly address requirements for institutional signage.	Town Budget	Town Board	2007
Economic Development	Require a market feasibility analysis be submitted for new non-residential development in the Town.	Town Budget	Town Board Kewaunee County Economic Development Division	Continuous