

INTERGOVERNMENTAL COOPERATION AND IMPLEMENTATION ELEMENTS

INTERGOVERNMENTAL COOPERATION AND BOUNDARY AGREEMENTS

The Town of Eagle abuts portions of the Villages of Eagle and North Prairie in Waukesha County, the Towns of Ottawa and Mukwonago in Waukesha County, the Town of Palmyra in Jefferson County, and the Town of Troy in Walworth County. Under Wisconsin law, villages have a considerable measure of influence over development in adjacent town areas. For this reason it is recommended that the Town of Eagle and the neighboring communities continue to take a cooperative approach to planning and decision-making regarding future land use in areas of mutual concern. Activities in this respect could range from periodic meetings of Town officials with those of neighboring municipalities for the purpose of discussing land use matters, to preparing and executing formal agreements regarding future boundaries and arrangements for the provision of public services, as provided for under Sections 66.0301, 66.0225 and 66.0307 of the *Wisconsin Statutes*. Such cooperative efforts increase the likelihood for coordinated development within the boundary areas, achieving, insofar as practicable, planning objectives for all communities involved.

The Village of Eagle Advisory Committee has recommended that the Village abide by the density requirements and zoning regulations in areas of the Town adjacent to the Village, so that development can occur at the same overall density within either community. The Village of North Prairie adjusted their Land Use Plan map within their Comprehensive plan to reflect land uses mutually beneficial to both the Village and the Town, and have approached Town officials with an invitation to give establishment of a Boundary Agreement further consideration. These early and ongoing discussions provide for cooperative planning regarding certain areas of mutual interest. Any future agreement is intended to provide for adequate and logical growth between the municipalities, so that each can properly and logically plan for the future needs of their respective community, and to avoid future potential lawsuits related to annexations.

Under any future agreement, certain areas of the Town of Eagle could be incorporated into the Village of Eagle or the Village of North Prairie, and certain areas of the Town could be served with public water by the respective Village while remaining in the Town. While it has not been stated in writing, the Village of Eagle has and wishes to continue to prepare development plans with input from the Town of Eagle for certain defined neighborhoods.

Shared Services and Programs

The Town of Eagle and the Village of Eagle have demonstrated a spirit of cooperation by jointly sharing recreation programs to serve both communities. The Town of Eagle and the Village of Eagle have a jointly funded Library, Park and Recreation Department, and Eagle Fire and Emergency Services Department which provides fire protection and EMT services. The Town and Village of Eagle conduct joint Town/Village Board meetings on a quarterly basis to discuss matters of intergovernmental concern. Both communities are jointly involved with creation of their respective comprehensive plans under a grant applied for through the Wisconsin Department of Administration, and meet on a monthly or semi-monthly basis to review the various elements of each plan.

In addition, the Town is open to exploring the potential to jointly own and operate a fire station with other communities that are located adjacent to the township. The Town intends to continue to explore other cooperative arrangements in the future to share public services and facilities with adjacent communities.

There are no conflicts that currently exist between the Town of Eagle, and the Village of Eagle. The only area of concern that may exist between the Town of Eagle, and the Village of North Prairie concerns the possibility of future public services for an industrial development on the southwest boundary of the Village of North Prairie, and possible impact of future Village development on the Jericho Creek waterway. However, there are no outstanding conflicts between the Town of Eagle and the Village of North Prairie.

Municipal Boundary and Utility Extension Agreements

The Town understands the need to take a cooperative approach in the identification of future corporate limits and the extension of suburban services that can contribute to attainment of suburban growth recommended in the land use plan. Accordingly, it is recommended that neighboring incorporated and unincorporated communities cooperatively plan for future land use, civil division boundaries, and the provision of suburban services, as provided for under the Wisconsin Statutes, within the framework of the land use plan.

PLAN IMPLEMENTATION

The recommended comprehensive plan for the Town of Eagle provides a design for the attainment of the specific development objectives set forth in Chapter 3, and at the end of each chapter. The plan is not complete, however, until the steps necessary to implement the plan are specified. After formal adoption of the comprehensive plan, realization of the plan will require faithful, long-term dedication to the underlying objectives by Town officials concerned with its implementation. Adoption of the plan is only the beginning of a series of actions necessary to achieve the planning objectives expressed in this report. More specifically, this chapter outlines the actions that should be taken by various agencies and units of government in efforts to implement the comprehensive plan.

CONSISTENCY AMONG PLAN ELEMENTS

The comprehensive planning law requires that the implementation element "describe how each of the elements of the comprehensive plan shall be integrated and made consistent with the other elements of the plan." All elements of this comprehensive plan were prepared by the same staff members with great care given to ensure internal consistency among the various elements. All element chapters were reviewed by the Plan Commission. In addition, the Town staff worked with Waukesha County to prepare planning objectives and standards, which were modified by the joint Eagle Town/Village Advisory Committee to reflect the interests of the Town, and are described in Chapter 3.

IMPLEMENTATION RECOMMENDATIONS OVERVIEW

Throughout the planning process, the elected officials, plan commissioners, Town staff, and citizens participated in discussions to identify the strengths, concerns and weaknesses associated with the various elements of the comprehensive plan, specifically, cultural and natural resources, community facilities and utilities, housing, economics, transportation, and land use. The comments provided by the various participants were taken into consideration in the applicable chapters.

In addition, a series of implementation recommendations were developed based upon the results of the public opinion survey, an analysis of the issues, and consideration of the data presented in the chapters. Following is a list of the implementation recommendations contained in the various chapters of this Plan:

AGRICULTURAL, NATURAL AND CULTURAL RESOURCES – IMPLEMENTATION RECOMMENDATIONS

1. Following completion of the Regional Water Supply Plan, or availability of sufficient data, the planning objectives and standards used to prepare this plan may need to be refined to address groundwater supply and recharge issues.
2. Following completion of the Mukwonago River Watershed Protection Plan or availability of sufficient data, the planning objectives and standards used to prepare this plan should be reviewed and refined to reflect the river and watershed update as appropriate.
3. Assure that land use categories direct development away from areas with seasonally high groundwater one-foot or less from the surface and steep slopes (12% or greater) and to discourage development of below grade structures on soils with groundwater limitations less than 3 feet from the surface.
4. Assure that applicable zoning codes, land division ordinances, and storm water management ordinances apply more stringent site design and enforce storm water management requirements necessary to address impervious surfaces, low impact storm-water impacts, thermal and other runoff impacts to cold-water communities, outstanding water resources and exceptional water resources.
5. Provide lists of historical sites that are eligible for historic designation (but have not been listed), and the list of potentially eligible sites (that need additional evaluation for inclusion as eligible sites) to the Eagle Historical Society.
6. Assure that the planned land use map and appropriate zoning codes and maps reflect lands identified as prime agricultural areas using the planning standards contained in this chapter.
7. The Town should encourage the preservation of high quality agricultural and environmental lands, maintain the rural character of the Town, and discourage residential development on agriculturally productive and environmentally sensitive areas. In order to provide economically viable alternatives to the landowners, it is recommended that the Town explore and encourage alternatives to full development, such as the following:
 - a. Encourage Planned Unit Developments and Conservation Developments, as the preferred design for subdivision development, in order to preserve common lands for agricultural use, open space and preservation of natural areas.
 - b. Allow the lot size reduction technique to permit variable lot sizes in the utilization of the most desirable terrain for housing sites, while encouraging preservation of high quality agricultural lands and natural areas worthy of such preservation.
 - c. In order to preserve the rural character, as well as the efficiency and safety of existing road systems, the inappropriate development of lots strung out along roads with individual driveway accesses from each lot would be minimized. The goal of this objective is to encourage grouping of lots on an interior street, which will then access the existing road system, rather than create flag lots.

- d. Any land in a development to be preserved for agricultural, open space, or natural areas, should be guaranteed by dedication to the public, or by appropriate covenants running with the lands such as agricultural or conservation easements. Such covenants and easements should be recorded in the office of the Register of Deeds, and should restrict the property against any development or use, except as is consistent with its preservation as high quality agricultural tillable land, natural areas, or as a form of common open space. If the zoning of the property is changed in accordance with an update to the Comprehensive Plan for the Town, then the preserved land status of any parcel should be indicated on the official zoning map.
- e. The Town should explore and consider other alternatives to development, such as density transfers, transfer of development rights, purchase of development rights, outright land purchases etc., which can help provide economically viable alternatives to development.
- f. The Town will promote stewardship and educational awareness of its sensitive areas and environmental corridors. This will include working cooperatively with the Village of Eagle, Village of North Prairie, Waukesha County, and the Wisconsin Department of Natural Resources. Stewardship principles will guide actions of both the public and private sectors that affect sensitive areas and environmental corridors. Stewardship principles will also guide preparation of land use and zoning regulations.

COMMUNITY FACILITIES AND UTILITIES - IMPLEMENTATION RECOMMENDATIONS

1. The Town should work with the County and the Southeastern Wisconsin Regional Planning Commission (SEWRPC) as part of the regional water supply planning process to identify and protect groundwater aquifers that can sustain planned development.
2. The Town should cooperate with development of any County-wide plan for the future placement and current use of emergency service facilities, to optimize emergency response times, and to eliminate overlap of service areas and equipment.
3. Since watershed boundaries rarely follow municipal boundaries, the Town should work with the County and nearby municipalities to develop storm water system plans to protect watershed areas. Where unique surface water resources exist in the Town, local and County Planning efforts should combine land use and storm water planning together with a review of related local regulatory and educational efforts to prepare watershed protection plans.
4. The Town, in cooperation with Waukesha County and SEWRPC, should develop a long-range wireless facilities plan to enhance business competitiveness, public safety, and government communications.
5. The Town should make available demographic data and any land use changes contained in this plan for facility and school district planning. The Town should also communicate with the school districts about new developments, and cooperate with any long-range school district planning, so that excellence in education is encouraged.
6. The Town should work with municipalities within each School District to develop some type of growth control mechanisms for development.
7. The Town should work with the Village of Eagle and the Village of North Prairie to address transportation and infrastructure issues.

8. The Town of Eagle and the Waukesha County Towns Association should work with the State Legislature on legislation to protect the groundwater and the installation of any adjacent community wells within their boundaries.
9. The Town should maintain the existing level of services, and should monitor future population increases in order to plan for future service level requirements.
10. The Town should continue to work together with the Village of Eagle to provide joint operations of the Library, Eagle Fire and Emergency Services Department, Park and Recreation Department, and Historical Society Museum.

HOUSING - IMPLEMENTATION RECOMMENDATIONS

1. The Town should, after receipt of the 2010 census data and the SEWRPC “2035 Regional Housing Plan for Southeastern Wisconsin”, re-evaluate the need for low to moderate cost housing based upon updated income, housing values, information on the disabled and aging population, and whether it is necessary to revisit the need for a broader range of housing for citizens.
2. The Town of Eagle should identify the number of additional housing units anticipated to fulfill future planned housing development. Land that can accommodate additional housing units will be identified on the planned land use map (included in Chapter 9 – Land Use).
3. The Town should consider an allocation system to provide for incremental growth in a fashion that supports this Comprehensive Plan.
4. The Town should try to maintain a reasonable overall level of its housing stock in the affordable range.
5. Based upon the anticipated population, the Town of Eagle Plan Commission and Town Board should review the number of residential development permits it allots each year to new developments under the provisions of the Land Division Ordinance.
6. It is recommended that in the area around Eagle Spring Lake, or any area where a concentration of older housing stock exists, any of the non-conforming and substandard housing units be upgraded or reconstructed when the opportunity arises.

ECONOMIC DEVELOPMENT - IMPLEMENTATION RECOMMENDATIONS

The basic goal of Economic Development is to encourage additional commercial development within the existing business areas of the Town, and within the Village if compatible with existing land uses. This implementation strategy reinforces many of the original Town directives, and supports the established standards. These standards include:

Business and Industrial

1. In order to enhance the viability of existing or proposed retail, office and industrial areas, objectives and standards shall be included in the Land Use Chapter of this Plan, to guide the placement of new uses.
2. To address cyclical overdevelopment of commercial space or buildings, particularly office space, the Town should avoid pre-zoning lands. The Town will zone for present use, and designate land use for potential future uses.

3. The Town should periodically review and consider the use of other comprehensive land development tools and techniques in advising developers, regarding planning and zoning actions and decisions.
4. Officials in the Town should annually review capital improvement plans or programs in an effort to coordinate transportation and other improvements that aid in the delivery of goods, services, and employment.
5. The Town should review and revise the zoning ordinance to regulate future manufacturing development standards.

Housing Development

In anticipation of projected employment sector growth, the Town should promote and facilitate an adequate supply of new housing of sufficient quantity and density within reasonable proximity to new and existing employment centers (Refer to Chapter 6).

Education, Jobs and Business Growth

1. The Town should embrace higher paying jobs, and the Town would support local and County initiatives to increase development of a diverse business sector.
2. The Town should encourage the creation of partnerships between local economic development organizations, colleges, and universities to promote entrepreneurial programs, industry collaborations, technology transfer, and opportunities to generate in seed capital.

Government Services and Taxes

The Town should, in an effort to reduce the future property tax burden in the Town, consider consolidations, mergers, shared services, or legislative measures to reduce waste and provide for more efficient services.

TRANSPORTATION - IMPLEMENTATION RECOMMENDATIONS

1. The Town of Eagle should support Waukesha County's work with the Southeastern Wisconsin Regional Planning Commission (SEWRPC) to conduct a major review and reevaluation of the jurisdictional transfer recommendations in the year 2035 Regional Transportation System Plan.
2. The Town of Eagle should participate in any of Waukesha County's work to refine the proposed system of off street bicycle paths and surface arterial streets and highway system accommodation of bicycles contained in the 2035 Regional Transportation System Plan. In addition, the Town should consider integrating bikeway accommodations into planning for upgrades and modifications to the Town roadway system consistent with the refined County Plan, and facilitate communication with local municipalities to address bikeway linkages and connectivity.
3. The Town should implement the transportation system development planning objectives, principles, and standards contained in Chapter 2 of the Waukesha County Comprehensive Development Plan.
4. The Town should support County evaluation of dedicated funding sources for county wide shared taxi service to meet the needs of a growing elderly population in all 37 municipalities.

5. As a consequence of increasing rail freight traffic, the Town should support County establishment of additional rail quiet zones and their investment in railroad grade separations as a safety priority at county trunk highway crossings.
6. The Town should continue to evaluate for implementation any public transit recommendations contained in the 2035 Regional Transportation System Plan for Southeastern Wisconsin that are possible at the local level. Those specifically dealing with public transit, bicycle and pedestrian, travel demand management, transportation systems management, and arterial streets and highways should be included by reference in the Town's comprehensive plan.
7. The Town should continue to update the Official Transportation Map using the PASER Program.
8. The Town should continue to work to upgrade the Town's street system with the necessary improvements.
9. The Town should look for possible State and Federal funding sources or grants for road improvements.

LAND USE - IMPLEMENTATION RECOMMENDATIONS

The recommended land use plan presented in this chapter provides a design for the attainment of the suburban and rural development, and open space preservation objectives contained in the plan. The implementation recommendations pertaining to the suburban development areas, rural development areas, environmentally sensitive areas, and other land use plan implementation measures, are summarized below.

Suburban Development Areas

1. Zoning in suburban areas should be administered in accordance with the Town's comprehensive plan
2. Pre-zoning lands to match a particular land use plan, can limit the Town's ability to respond to changing conditions. Therefore, the Town will generally Zone land for present use, and designate Land Use based on preferred future uses. This approach allows the Town to determine whether the proposed development is consistent with the comprehensive plan and its objectives, standards, and principles at the time a project is considered for rezoning.
3. Development of suburban density residential, commercial and industrial uses requires the preparation of detailed development plans.
4. The creation or development of zoning districts that accommodate the planned suburban uses should be done incrementally in accordance with the comprehensive plan, based on market demand.
5. The Town should manage availability of residential lots using the regulations and guidance in the Land Division Ordinance, in order to determine if new suburban residential development is appropriate.
6. The Town should identify specific sites for neighborhood parks, schools, and retail and service centers which are recommended on a general-site-location basis in the Town plan.

7. The Town should identify environmentally significant areas to be preserved consistent with the Town plan.
8. The Town should consider revising its RLO Residential Lake District, to accommodate existing substandard lots of record, using the special exception process. Approval of the Zoning Board of Appeals would be based on specific maximum coverage, and requiring vegetative buffers, so reconstruction can occur.
9. The Town should encourage developers to make full use of design concepts such as Mixed-use Development, Planned Unit Development, including both Residential Cluster Development, and Conservation Design Development. These design concepts preserve natural resources that can enhance the living environment, and allow smaller lot areas, thereby providing efficiency in the provision of suburban services and facilities and in travel patterns.

Rural Development Areas

1. Zoning in rural areas should be administered in accordance with the Town's Comprehensive Plan.
2. Prime agricultural lands identified essentially for agricultural and agriculture-related uses should provide for a residential density of no more than one dwelling unit per 35 acres and should prohibit incompatible suburban development.
3. Other agricultural lands identified for continued agricultural use should be placed into agricultural zoning districts as may be appropriate to allow smaller agricultural operations, such as hobby farms or other specialty farms.
4. Rural residential lands should be placed into a rural residential zoning district that limits development to no more than one dwelling unit per three acres and that encourages the use of conservation subdivision designs to accommodate the permitted development.

Environmentally Sensitive Areas

1. Primary environmental corridors, secondary environmental corridors, isolated natural resource areas, lakes, rivers, streams, wetlands, floodplains and shorelands must be protected to the greatest extent practicable from future development, and shall be incorporated into protected open space whenever possible. If any portion of the above resources will be located on a private lot, said resource must be protected with a protective covenant or restriction.
2. Any environmental corridors, including primary and secondary environmental corridors, and isolated natural resource areas, allowed for development must be at a density not greater than one unit per five acres.
3. Zoning applied to the environmental corridors should, however, accommodate necessary public facilities, such as crossings by streets and highways, utility lines, and engineered flood control facilities, but should require that the location, design, and development of the facilities concerned be sensitive to the protection of the existing resource features, and require that, to the extent possible following construction, disturbed areas be restored to preconstruction conditions.
4. Sites that do not contain significant natural features may be conducive to prairie or wetland restorations or may be enhanced with the establishment of landscaped open spaces.

Zoning Regulations

1. Zoning regulations should be reviewed and be adjusted, as necessary, to ensure the proper staging of development over time, and in this respect, the creation of suburban zoning districts should proceed incrementally.
2. The future pre-zoning of lands for suburban use should be avoided. Accordingly, the areas concerned should be placed in zoning districts consistent with their existing use, and should be rezoned into appropriate suburban districts only when development has been proposed and approved, and essential facilities and services can be efficiently provided.
3. Zoning of environmentally significant lands should be applied to protect primary environmental corridors. Zoning should also be applied to protect secondary environmental corridors and isolated natural resource areas in a manner consistent with the Town's comprehensive plans.

Official Mapping

The Town should prepare and adopt its official map pursuant to Section 62.23(6) of the Wisconsin Statutes, showing thereon lands needed for future public use such as streets and parks and playgrounds. The official map should be amended from time to time to incorporate the additional street and other public land requirements identified in any detailed development plans.

Land Division Ordinance

The Land Division Ordinance adopted by the Town as a basis for the review and approval of subdivision plats and certified survey maps, should be reviewed periodically to address changes in the comprehensive plan. As part of the land division development process Town of Eagle agreed upon a Development Plan Evaluation method to evaluate proposed subdivision developments. The Town is also evaluating a procedure to assure that future development is done incrementally, consistent with the future population planned within the Town planning area.

Park and Open Space Implementation

The Town should adopt by reference the County Park and Open Space Plan and/or the Regional Natural Areas and Critical Species Habitat Protection and Management Plan. Each plan provides recommendations for public interest acquisition for most of the natural areas and critical species habitat sites identified in that plan.

A Comprehensive Trail Facility System Plan

The Town of Eagle should adopt by reference the Regional Bicycle Way System Plan prepared by the Southeastern Wisconsin Regional Planning Commission.

Transfer of Development Rights

The Town should investigate the potential local advantage to the transfer-of-development-rights programs, or "TDR" programs. The transfer of development rights involves a sale of rights from one owner to another at fair market value which results is a shift in density away from areas proposed to be maintained in farming or other open use toward areas recommended for development. The transfer of development rights may be permanent or may be for a specific period of time or set of conditions.

Municipal Boundary and Utility Extension Agreements

Where adjacent villages own and operate essential public utilities, not provided by the Town, the plan assumes that villages will either annex unincorporated territory recommended in the plan for suburban development and provide extensions of essential utility services to serve such development, or that the villages will reach agreement with the Town on the extension of those essential services without the need for annexation and municipal boundary change.

It is recommended that the Town of Eagle cooperatively plan for future land use, civil division boundaries, and the provision of potential future suburban services, as provided for under the Wisconsin Statutes, within the framework of its land use plan, and that the Town investigates the advantages of establishing such an agreement with both the Village of Eagle and the Village of North Prairie.

Municipal Revenue Sharing

Opportunity for intergovernmental cooperation is provided under Section 66.0305 of the *Wisconsin Statutes*, which allows the Town to enter into revenue sharing agreements with the adjacent Villages, providing for the sharing of revenues derived from taxes and special charges. The Town should investigate the possibility of shared revenue with both the Village of Eagle and the Village of North Prairie.

Brownfield Redevelopment

The re-use of former commercial and industrial sites is frequently constrained by contamination problems created by past industrial and commercial activities. While brownfields tend to be concentrated in older areas, but they also occur in outlying areas.

If brownfields exist in the Town of Eagle, then the Town should discuss the inclusion of provisions for cleanup and re-use of brownfields as an element in their plan. However, at this time there are no known or suspected brownfield sites in the Town of Eagle.

Storm-water System Planning

In cooperation with Waukesha County, the Town has established a storm-water management plan in order to coordinate the management of storm-water within defined watersheds. Storm-water management practices appropriate for each proposed suburban development area will be developed through the preparation of a system management plan reviewed by the Town Engineer. Practices that are designed to maintain the natural hydrology should be encouraged.

THE NEED FOR CONTINUED REVITALIZATION PLANNING

The concentration of historic places in and near the Town, as shown on Map 4-4 in Chapter 4, indicates that the area is rich in historic resources, thereby contributing to the unique character of the Town. The Town should capitalize on this character by continuing to revitalize and promote its natural beauty, and the historic collection of buildings found in Old World Wisconsin. A detailed plan may include business market analyses, structural condition surveys, and detailed proposals with respect to streetscaping, landscaping, signs, parking, bicycle/pedestrian facilities, and any necessary offsite traffic improvements. The plans should also include building-specific proposals for preserving or restoring historic buildings.

The Town should work with the Wisconsin Department of Transportation which has jurisdiction over STH 59 and 67. The Town should also work closely with Waukesha County which has jurisdiction over CTH NN, which functions as a “gateway” leading traffic to the Town of Eagle. While it is unlikely that any of the highways will be expanded within the time period of this plan, it is still important that any future arterial design reflect an aesthetic quality that is representative of the Town’s desired character with proper streetscaping.

CAPITAL IMPROVEMENTS PROGRAM

It is recommended that those elements of the adopted comprehensive plan requiring public expenditures for implementation, including streets, streetscaping, recreational facilities, government buildings and equipment, and revitalization projects, be included the Town’s Capital Improvements Program(CIP), which is established for a five-year period and reviewed and updated annually.

PLAN RE-EVALUATION

A comprehensive plan is intended to serve as a guide for decision-making regarding development and redevelopment in a community. As a practical matter, local comprehensive plans should be prepared for a long-range planning period, typically 25 years. The design year chosen as a basis for the preparation of the Town of Eagle comprehensive plan is 2035. A comprehensive plan should be evaluated regularly to ensure that it continues to reflect local development conditions and planning objectives. In general the State law recommended that this re-evaluation take place at least once every 10 years, or more frequently if warranted by changing conditions. The Town has decided to do an annual review in September of each year starting in 2010, to determine if changes are needed to comply with changing conditions or the State of Wisconsin Comprehensive Planning requirements. Furthermore, the Town has agreed to re-evaluate the entire plan in 2015 and every 5 years thereafter, following the availability of the 2010, 2020, and 2030 Census data. Initiating a comprehensive plan review using Year 2010 data will also allow for the evaluation of planning projections made as part of the Year 2035 Regional Land Use Plan adopted in 2006, and the Waukesha County Comprehensive Development Plan adopted in February 2006, as well as this Comprehensive Plan. It is further recommended that the comprehensive re-evaluation use an intergovernmental cooperative approach whenever possible to maintain good intergovernmental relations.

MONITORING AND UPDATING THE PLAN

As mentioned above in the Plan Re-evaluation Section, reviews, and if necessary amendments may be made to the Comprehensive Plan on an annual basis. The Town Clerk will make available a plan amendment request form for property owners wishing to propose a change to the Plan. The deadline for plan amendment request forms will be the end of the workday on September 15th. If that date falls on a weekend, the submittal deadline will be extended to the end of work on the following Monday. All applications for plan amendment will be scheduled for a public hearing and advertised according to statutory procedures. Just as with proposed zoning changes, property owners within 300 feet of the property subject to the plan amendment will be notified in writing. A review and recommendation for each request will be prepared by Town staff and submitted to the Planning Commission and Town Board for consideration. All map amendments will be forwarded digitally to the Waukesha County Department of Parks and Land Use by January 15th of the following year for inclusion on the Waukesha County Land Information System.

PUBLIC INFORMATIONAL MEETINGS, PUBLIC HEARINGS, AND PLAN ADOPTION

For the comprehensive planning process it is essential to hold public informational meetings and public hearings on recommended plans before their adoption. Such actions provide an opportunity to acquaint residents and landowners of the Town, as well as adjoining communities, with the recommended plan and to solicit public reactions to the plan recommendations. The Town should send a summary of the preliminary recommended comprehensive plan to the local governing body of adjacent communities, and invite them to the above referenced meetings. The plan should then be modified to reflect any pertinent new information, and to incorporate any sound and desirable new ideas advanced at these meetings. Accordingly, a public informational meeting was held on September 26, 2007, and an Advisory Committee was created of local residents, business owners, developers, and concerned citizens. In addition, the Town held a public hearing on Chapters 1-3 of the Town Comprehensive Plan: 2035 on February 25, 2009, on Chapters 4-8 on August 12, 2009, and a final public hearing on the entire comprehensive plan on October 14, 2009. The Town also sent a copy of the preliminary recommended comprehensive plan document to the local governing body of adjacent communities, Waukesha County, SEWRPC, and the State Department of Administration, and invited them comment or to attend the abovementioned meetings.

An important step in plan implementation is the formal adoption of a resolution of the recommended plan by the Town Plan Commission to the Town Board, pursuant to Section 62.23(2) of the *Wisconsin Statutes*. Formal adoption of the plan by the Town Board is also required in ordinance form to demonstrate acceptance and support by the governing body.¹ Upon such adoptions, the plan becomes the official guide to be used by Town officials in making development or redevelopment decisions. The comprehensive plan should serve as the basis on which all development proposals, such as rezoning requests, subdivision plats, and certified survey maps, are reviewed. Only those re-zonings or land divisions which are consistent with the objectives of the plan should be approved.

The Town of Eagle Plan Commission completed their previous Master Plan on November 8, 1988, with an up-date adopted December 2, 1991. They will formally adopt this document *The Town of Eagle Comprehensive Plan: 2035*, on _____, 2009 and forwarded their recommendation to the Town Board (see Appendix H). The Board of Trustees of the Town of Eagle adopted the Comprehensive Plan via Ordinance # _____ on _____, 2009. (see Appendix I).

¹Under the Wisconsin comprehensive planning law adopted in 1999, comprehensive plans must be adopted by an ordinance of the governing body prior to January 1, 2010 (see Section 66.1001 of the *Wisconsin Statutes*).