

## **CHAPTER 9**

### **Implementation**

The completion of this Comprehensive Plan update should be celebrated as a significant milestone in providing guidance for the future of the Village of Ashwaubenon. However, the key to the success of a comprehensive plan is its implementation. There are several land use regulatory tools, as well as administrative mechanisms and techniques that can be utilized as implementation tools for the Plan. While the Implementation chapter does not include all the recommendations of the Comprehensive Plan, it does summarize the various implementation tools and related action steps toward its implementation the Village of Ashwaubenon has at its disposal. The following matrices identify the primary action steps for the Village to take in order to implement this Comprehensive Plan with a high, medium, or low priority identified for each action step. It should be noted that even though an action step may be identified as “medium” or “low,” the fact it is identified as an action step at all indicates it is still a very important component in implementing this Comprehensive Plan; however, there may not be a pressing need to address the issue immediately.

As noted previously, adoption of a comprehensive plan is a significant milestone. However, Wisconsin Statute 66.1001 requires that ordinances used to implement the plan, including zoning, land division, official map, and shoreland zoning are consistent with the direction in the comprehensive plan. Therefore, following adoption, these ordinances should be reviewed and updated as necessary to ensure consistency between the plan and the ordinances to implement it.

#### **Land Use**

##### **Zoning Ordinance**

Zoning is the most common regulatory device used by municipalities to implement comprehensive plan recommendations. The major components of zoning include a written zoning ordinance and a zoning district map. The zoning ordinance includes specific language for the administration of the regulations. Included in the text are definitions, district use requirements, administrative procedures, sign and parking regulations, and other related elements. The companion zoning district map defines the legal boundaries of each specified zoning district of the zoning ordinance. Within the Village of Ashwaubenon Code of Ordinances, the Zoning Ordinance is found in Chapter 17.

The Village of Ashwaubenon Planning Commission and Village Board should utilize the Plan’s goals, objectives, and recommendations to formulate a sound basis for making zoning decisions. Identifying the rationale for the zoning decision based on the Comprehensive Plan provides for a much more defensible position, should the decision be challenged.

**Action Steps:**

<b>Priority</b>	<b>Action Step</b>	<b>Responsible Party/Dept.</b>	<b>Other Partners/Resources</b>	<b>Timeframe</b>
<b>High</b>	When the Village Planning Commission and Village Board considers future zoning actions, it is important that the various Comprehensive Plan goals, objectives, and recommendations/considerations are evaluated and used as a guide in the rezoning determination process. Whenever a decision is reached either approving or disapproving zoning actions, the specific goals, objectives, policies, or other Comprehensive Plan concepts that the decisions are based upon should be noted as part of the record.	Community Development Department, Planning Commission	Village Manager	Ongoing
<b>High</b>	Revise the Village's zoning code to reflect the comprehensive plan.	Community Development Department, Planning Commission	Village Manager, Village Board, Board of Appeals	2025-2026
<b>High</b>	Review the Village maximum building height limits as part of the zoning update to determine if they meet current and future needs of the Village	Community Development Department, Planning Commission	Village Public Safety Department	2025-2026
<b>Medium</b>	Update the Village Strategic Plan with action items identified within the Comprehensive Plan	Community Development Department	Village Manager, Village Board	2026
<b>Medium</b>	Update the Village's Sports & Entertainment and Village Center urban design plan.	Community Development Department	Consultant	2027

<b>Low</b>	Provide educational materials and training for Village Planning Commissioners and members of the Board of Appeals	Community Development Department	Village Attorney	2027
<b>Low</b>	Commission a parking study for the Sports & Entertainment and Village Center districts	Community Development Department	Consultant, Public Works Department, Public Safety Department	2028

### Land Division Ordinance

Land division regulations govern the process by which smaller lots are created out of larger tracts of land. These regulations seek to ensure that the land divisions appropriately relate to the geography of the site and existing and future public facilities and services. New land divisions must also be consistent with the community vision as outlined by the Comprehensive Plan. The Village of Ashwaubenon Chapter 20 – Subdivision and Platting and Brown County Code of Ordinances Chapter 21 – Land Division and Subdivision Ordinance govern land divisions within the Village of Ashwaubenon.

#### Action Steps:

<b>Priority</b>	<b>Action Step</b>	<b>Responsible Party/Dept.</b>	<b>Other Partners/Resources</b>	<b>Timeframe</b>
<b>High</b>	The Village should review the Comprehensive Plan components and recommendations and use them as a guide in the review process when considering land divisions. The specific goals, objectives, policies, or other Comprehensive Plan concepts that the review includes should be noted as part of the record.	Community Development Department, Village Planning Commission, Village Board	Brown County Planning	Ongoing
<b>Low</b>	Review and update as necessary the Village's land division ordinance to ensure it continues to meet the needs of the Village of Ashwaubenon.	Community Development Department  Village Planning Commission	Village Public Works Department	2028

### Site Plan and Design Review Ordinance

The Village of Ashwaubenon currently regulates the site plan and design of most new buildings in Section 17-2-200 of the Ashwaubenon Code of Ordinances. As described in Section 17-2-200, the ordinance applies to situations when a building permit is required for a proposed new building or additions to a building outside of one- and two-family

homes. The ordinance serves as a method of ensuring new development meets minimum site planning and design guidelines in addition to all applicable zoning, stormwater management, utility, signage, and related requirements.

**Action Steps:**

Priority	Action Step	Responsible Party/Dept.	Other Partners/Resources	Timeframe
Medium	Review the site plan and design review ordinance to ensure it is consistent with the direction of the Comprehensive Plan and continues to meet the goals of the Village.	Community Development Department	Village Public Works Department, Village Manager	2025-2026
Medium	Evaluate the structure of the site plan and design review ordinance to determine if it should be a separate chapter within the code of ordinances	Community Development Department	Village Attorney, Village Information Technology	2025-2026

## Capital Improvements Program

The Village of Ashwaubenon maintains a Capital Improvements Plan to plan and schedule major public works projects over a 10-year period. A CIP that is consistent with Ashwaubenon's Comprehensive Plan will provide a monitoring tool to ensure that public works projects are located and scheduled with thorough consideration of each of the Plan's chapter recommendations.

**Action Steps:**

Priority	Action Step	Responsible Party/Dept.	Other Partners/Resources	Timeframe
Low	Review the Comprehensive Plan for major public works projects and consider for inclusion within the CIP.	Public Works Department, Village Board	Village Manager, Finance Department	Ongoing

## Building Regulations

The Village of Ashwaubenon enforces building regulations through Chapter 5 of the Code of Ordinances. Ensuring buildings are properly inspected and maintained is critical to keeping Ashwaubenon a safe and visually welcoming destination for its residents and visitors.

### Action Steps:

Priority	Action Step	Responsible Party/Dept.	Other Partners/Resources	Timeframe
High	Update Chapter 5 to ensure consistency with the revised zoning code.	Community Development Department	Village Manager, Village Attorney	2026
Medium	Provide information to Village residents regarding Brown County's Housing Rehabilitation Loan and homebuyer downpayment assistance programs.	Community Development Department	Brown County Planning Commission	Ongoing
Low	Actively enforce the property maintenance standards within Village code.	Community Development Department	Village Attorney	Ongoing

## Outdoor Park and Recreation Facilities

Parks and recreation facilities are a vital component to the Village's overall quality of life. They provide opportunities for physical activity, community gatherings, and mental health maintenance, among many other tangible and intangible benefits. The Comprehensive Plan supports the recommendations within the Ashwaubenon Comprehensive Outdoor Recreation Plan (CORP) and the comprehensive plan should be referenced for future updates to the CORP.

### Action Steps:

Priority	Action Step	Responsible Party/Dept.	Other Partners/Resources	Timeframe
High	Continue to coordinate with Brown County and neighboring communities regarding multi-use trail extensions.	Parks, Recreation, and Forestry Department	WDNR, Brown County, neighboring units of government	Ongoing
High	Update the Village's Bicycle and Pedestrian Plan to reflect completed projects and community priorities.	Parks, Recreation, and Forestry Department	Bicycle and Pedestrian Committee	2025-2026

<b>Medium</b>	Continue coordination and communication with the Ashwaubenon School District regarding park and recreation facility, PAC, pool, and community center usage and programming.	Parks, Recreation, and Forestry Department	Ashwaubenon School District	Ongoing
<b>Low</b>	Update the Village's Outdoor Recreation Plan every five years and submit to the WDNR to renew Village eligibility for WDNR Stewardship grants.	Parks, Recreation, and Forestry Department	Ashwaubenon Park Board	2030

## Erosion and Stormwater Control Ordinances

Communities adopt erosion and stormwater control ordinances to limit the impact of development on surface water, groundwater recharge, and overall water quality. The Village of Ashwaubenon stormwater management and erosion control ordinances are found within Chapter 5 of the municipal code. As generally with all services, there is a cost to the Village to properly maintain these facilities. The Village should continue to utilize the stormwater utility to capture fees from all properties that contribute stormwater to the Village's stormwater collection and treatment system.

### Action Steps:

<b>Priority</b>	<b>Action Step</b>	<b>Responsible Party/Dept.</b>	<b>Other Partners/Resources</b>	<b>Timeframe</b>
<b>Low</b>	Continue to review potential areas for new regional stormwater management ponds within the Village.	Village Engineer	WDNR, Finance Department	Ongoing
<b>Low</b>	Utilize state and federal funding programs to help offset the cost of new and maintaining existing public stormwater facilities	Village Engineer	WDNR, EPA	Ongoing
<b>Low</b>	Keep abreast of potential changes to state and federal laws pertaining to stormwater management.	Village Engineer	Village Board	Ongoing

## Intergovernmental Cooperation

Intergovernmental cooperation is a hallmark of the comprehensive planning law. The planning process identified the base contacts for communication among the many different governmental agencies and bodies that have an interest in the future of Ashwaubenon. It is necessary for the Village to continue to maintain those contacts and keep everyone apprised of information pertinent to each stakeholder.

**Action Steps:**

<b>Priority</b>	<b>Action Step</b>	<b>Responsible Party/Dept.</b>	<b>Other Partners/Resources</b>	<b>Timeframe</b>
<b>Low</b>	Maintain an open dialogue with the Oneida Nation regarding future development and collaboration.	Village President	Village Manager	Ongoing
<b>Low</b>	Continue to maintain open lines of communication with surrounding communities and the school districts and neighboring municipalities to discuss issues or opportunities of common concern.	Village President	Village Manager	Ongoing
<b>Low</b>	Stay informed of current events at the county, region, and state levels that may impact the Village.	Village President, Village Manager	League of Wisconsin Municipalities	Ongoing

**Comprehensive Plan**

With adoption of this Comprehensive Plan update, the Village will continue to meet the requirements of Section 66.1001 Wis. Stats., which requires all communities that have zoning, land division, official map, or shoreland zoning regulations to have a comprehensive plan in place that is updated at least every ten years. The Comprehensive Plan is to be used as a reference when contemplating difficult decisions, as well as a vision of what Ashwaubenon can be. In order for the Plan to continue to be useful, the Plan should be amended and updated at a minimum in accordance with the following matrix.

**Action Steps:**

<b>Priority</b>	<b>Action Step</b>	<b>Responsible Party/Dept.</b>	<b>Other Partners/Resources</b>	<b>Timeframe</b>
<b>Medium</b>	Set aside one Planning Commission meeting every other year to review the Comprehensive Plan and make sure it continues to meet the Village's vision and needs.	Community Development Department	Planning Commission	2027
<b>Low</b>	Update the Comprehensive Plan as warranted and completely revise it at least once every 10 years.	Community Development Department	Village Board	2035

## **Funding**

Some of the recommendations in the Plan may be implemented with the help of various sources of funds besides local property taxes. There are a number of grant and loan programs administered by local and state agencies, including the Wisconsin Department of Administration (WDOA), Wisconsin Economic Development Corporation (WEDC), Wisconsin Department of Natural Resources (WDNR), and Wisconsin Department of Transportation (WisDOT). At the federal level, the Environmental Protection Agency (EPA) and Department of Commerce–Economic Development Agency (EDA) all provide various sources of funding that may be applicable to the Village of Ashwaubenon.

Most state and federal grant programs require a local match. However, the local match may typically include a combination of local tax dollars, in-kind services, and/or private donations. Each grant program has its own set of guidelines regarding eligible projects, as well as financing mechanisms, and should be reviewed before applying. The WEDC maintains a comprehensive list of state aid programs, which may be found at <http://inwisconsin.com/community/assistance/>.

Additionally, the Wisconsin Department of Administration facilitates the federal Community Development Block Grant (CDBG) program for communities within the State of Wisconsin. This funding is for communities (non-entitlement) that do not already receive a pre-determined allocation of federal CDBG funding from the U.S. Department of Housing and Urban Development (HUD). Specific CDBG grant programs include those dedicated to public facilities (CDBG-PF), economic development (CDBG-ED), public facilities for economic development (CDBG-PFED), and planning (CDBG-PLNG). The CDBG program has very strict income, application, and administration requirements that may require the utilization of a consultant. The Village of Ashwaubenon should contact WDOA staff to discuss the possibility of utilizing CDBG funding prior to hiring a consultant or preparing an application.

## **Comprehensive Plan Review and Update**

Planning is not static. It is a continuous, ongoing process that is subject to change. It is also at the mercy of many forces over which a municipality has very little or no control (economic conditions, weather, birth rates, etc.). Therefore, if the Village's Comprehensive Plan is to remain a useful document, the Plan should be regularly reviewed to ensure it continues to reflect the overall goals of the Village. Should the plan be amended, the process to amend the plan is the same as adoption, including planning commission resolution, publication of a class 1 notice a minimum of 30 days prior to a public hearing, public hearing, and Village Board ordinance. A copy of the newly adopted or amended comprehensive plan with resolution and ordinance must be provided to the regional planning commission, neighboring and overlapping units of government, local library, and Wisconsin Department of Administration.



## **APPENDIX A**

### **Village of Ashwaubenon Citizens Participation Plan**

## **APPENDIX B**

Village of Ashwaubenon Planning Commission Resolution

## **APPENDIX C**

Ashwaubenon Village Board Adoption Ordinance