

## CHAPTER 11 — PLAN IMPLEMENTATION

Plan implementation means putting the master plan into action. There are several ways this should be done, as described in the following sections:

### MASTER PLAN

To implement the master plan, the plan must be used as an aid to decision making regarding development and infrastructure projects. Whenever the Town needs to make a decision about development or infrastructure, the master plan should be reviewed for guidance. The plan contains goals and policy objectives as well as specific recommendations regarding the plan’s functional areas (housing, economy, etc.). Each development or infrastructure proposal should be evaluated using these goals, policy objectives and recommendations. The master plan also contains specific land use recommendations for the several “future growth areas” as detailed in the land use chapter. Development proposals should also be evaluated in light of the land use recommendations.

### DEVELOPMENT ORDINANCE

The Town’s development ordinance is a crucial mechanism for implementing the master plan. The development ordinance governs land usage, land development and land subdivision in Cowley. In order to implement the master plan, the development ordinance should be consistent with the master plan’s goals, policy objectives and recommendations. This will require reviewing and updating the development ordinance on the following eleven points:

- ▶ Provide for Town Planning Commission review of development applications.
- ▶ Create separate zoning categories for major land uses (residential, commercial, public, etc.) and a corresponding zoning map.
- ▶ Provide for simplified review of minor subdivisions (four or fewer lots).
- ▶ Update standards for multiple-family dwellings.
- ▶ Include flood plain development



*An advertising sign for a new Cowley subdivision.*

requirements.

- ▶ Specify the infrastructure improvements and facilities that will be required for subdivisions.
- ▶ Adopt state statute variance procedures.
- ▶ Provide specific enforcement procedures.
- ▶ Improve public notice requirements.
- ▶ Establish standards for non-conforming uses.
- ▶ Update numerous references to out-of-date standards.

### PROJECTS PRIORITY LIST

There are several major projects planned for Cowley. Many of these are strictly town projects that are planned and carried out by the Town government. Others are projects by other entities in which the Town government is a key partner. This project list should be reviewed each year and revised as projects are completed and/or as priorities change. Projects that should be added to the list include ones that involve major capital investment by the Town within the next five years. In updating the list each year, it would be best to publicize a draft list and invite public comment on it before finalizing it. This could be done as part of the annual town budget process.

#### *Project Priority List as of July, 2007*

1. Rocky Mountain Middle-High School
2. U.S. Highway 310 Reconstruction
3. Ten-Year Street Master Plan
4. Completion of Sidewalks/Walkways
5. Main Street Facade Project
6. Master Plan/Revision of Development Ordinance

### PLANNING ACTION PROGRAM

The Planning Action Program (see following pages) is a set of tasks that are designed to accomplish a number of goals, policy objectives, and recommendations discussed throughout the master plan. These tasks include such items as appointing a permanent town planning commission, participating in housing rehabilitation programs and achieving a joint development policy with the county. The Planning Action

## **COWLEY MASTER PLAN**

Program provides the general timeframe for completing the tasks and identifies the lead agencies responsible for the work. The individual items in the program are assigned a priority rating, based on input from the Planning Committee—the 32 items are rated “1” through “32” with “1” being the highest priority. This program should be reviewed from time to time to ensure that the recommended actions are progressing and to see if the program needs to be revised.

## COWLEY MASTER PLAN

### PLANNING ACTION PROGRAM

ACTION ITEM	TIME LINE	LEAD AGENCY	PRIORITY RATING
<i><u>Citizen Participation</u></i>			
▶ Establish Town of Cowley Website.	Within one year	Town Council	25
▶ Revise development ordinance to increase public notice and comment opportunities.	Within one year	Planning Commission	7
▶ Have town ordinances codified and posted on the Town Website.	One to two years	Town Council	11
▶ Develop a standard format and process for handling public complaints concerning town code violations and follow the process to respond to every complaint.	Within one year	Town Council	15
<i><u>Environment</u></i>			
▶ Enact flood plain development regulations.	Within one year	Planning Commission	29
▶ Restore the Big Horn Academy Building.	Two to five years	Town Council	27
<i><u>Population</u></i>			
▶ Monitor development activity and population growth.	Ongoing	Planning Commission	23
<i><u>Housing</u></i>			
▶ Consider participation in state housing rehabilitation program (this may be more feasible if done cooperatively with other area towns and/or Big Horn County).	Within one year	Town Council	21
▶ Review development ordinance to ensure that it allows a variety of types, sizes and costs of housing units.	Within one year	Planning Commission	12
▶ Work with private developers to promote the construction of a greater variety of housing types.	Ongoing	Town Council	26
<i><u>Economy</u></i>			
▶ Revise development regulations to provide for commercial zoning.	Within one year	Planning Commission	18

## COWLEY MASTER PLAN

### PLANNING ACTION PROGRAM

ACTION ITEM	TIME LINE	LEAD AGENCY	PRIORITY RATING
<i><u>Economy (continued)</u></i>			
▶ Work with the Big Horn County Airport Board and local economic developers to produce a plan for business development at the airport.	Two to five years	Town Council	28
<i><u>Public Services and Utilities</u></i>			
▶ Establish a five-year Priority Projects List and update it each year.	Ongoing	Town Council	14
▶ Study the west end water system and recommend solutions.	One to two years	Planning Commission	17
▶ Improve the appearance of town and county facilities (storage yard and road maintenance shops).	One to two years	Town Council	24
▶ Create a development specifications manual including infrastructure construction standards pertaining to new developments.	One to two years	Town Engineer	9
▶ Require developers to provide at their expense all utilities in all new subdivisions.	Ongoing	Town Council	6
▶ Evaluate feasibility of establishing a fire department branch station in Cowley.	One to two years	Town Council	22
<i><u>Transportation</u></i>			
▶ Continue installation of sidewalks and walkways for all developed blocks in town.	Ongoing	Town Council	19
▶ Develop written street construction standards to include in development specifications manual.	One to two years	Town Engineer	16
▶ Require developers to construct at their expense paved streets and sidewalks in all new subdivisions.	Ongoing	Town Council	13
▶ Develop a plan for maintaining town street margin areas.	One to two years	Planning Commission	10
▶ Adopt new street names to replace the existing street names.	Two to five years	Planning Commission	30

## COWLEY MASTER PLAN

### PLANNING ACTION PROGRAM

ACTION ITEM	TIME LINE	LEAD AGENCY	PRIORITY RATING
<i>Transportation (continued)</i>			
▶ Prepare a feasibility study for installing streetlights in Cowley and requiring them in new developments.	Two to five years	Town Council	32
<i>Parks and Recreation</i>			
▶ Investigate establishing walking and biking trails around the outskirts of town.	One to two years	Town Council	31
<i>Land Use</i>			
▶ Appoint a permanent Town Planning Commission	Within one year	Town Council	2
▶ Seek County Planning Commission approval of Cowley Master Plan.	Within one year	Planning Commission	1
▶ Develop joint Town-County agreement regarding re-view of developments in the county near Cowley.	One to two years	Planning Commission	4
▶ Revise town development ordinance to bring it into conformance with the Master Plan.	Within one year	Planning Commission	3
▶ Review all proposals for land development, annexation, and town utility extension in light of the recommendations of the Master Plan and approve only those that comply with the plan.	Ongoing	Town Council and Planning Commission	5
<i>Neighborhoods</i>			
▶ Conduct annual town-wide clean up of vacant lots.	Ongoing	Town Council	8
▶ Review the need for new ordinances concerning weeds, abandoned vehicles and other problem conditions.	One to two years	Town Council	20