

City of Bayfield Comprehensive Plan 2019 Implementation Chapter, page 29

Process for Developing Actions (2019)

1. The Mayor, Common Council, city boards, committees and commissions will be asked to review the Comprehensive Plan as soon as it is published, and encouraged to think about Actions to support the implementation of its Goals and Objectives. (February/March)
2. Members of all committees will be invited to attend a training session in April to provide guidance and templates-for developing specific actions to implement Goals and Objectives in the Comprehensive Plan. The training will provide:
 - a. Guidance on keeping sustainability, health, equity and education values in mind when committees are developing Actions.
 - b. Key questions and templates to ensure recommended Actions are:
 - i. Specific,
 - ii. Relevant,
 - iii. Attainable,
 - iv. Measurable,
 - v. Time-based.
 - c. Committees will also be asked to note issues covered by the Zoning Code (which will be updated in 2020) and any other ordinances that may need revision to facilitate implementation of the Comprehensive Plan.
3. The committees will identify and prioritize appropriate actions, with a goal of submitting lists to the Mayor in June. (May/June)
4. Action lists from all committees will be reviewed with the Plan Commission for its input and recommendation on incorporating them into the Comprehensive Plan. (July/August)
5. Mayor will request that committees develop Work Plans to indicate how their proposed Actions will be addressed and a timeline for implementation. (July)
6. A final list of Implementation Actions will be proposed for incorporation into the 2019 Comprehensive Plan; this should be handled as a formal Amendment to meet the statutory requirements of the Smart Growth Law and complete the comprehensive planning process. (September)

The Comprehensive Plan will be completed, with Actions incorporated into appropriate chapters of the document by the end of the year. (December)