

# 7

## Implementation Plan



**Wadena**

Comprehensive Plan & Transportation Plan

## 7.1 OVERVIEW

Each element of a comprehensive plan requires some level of follow-through by the City's elected officials and staff. This chapter outlines those action items and the short, mid, and long term actions that should be taken to fully implement the items of this plan. General time frames for each of the three ranges are listed below.

<i>Short Range:</i>	<i>Mid Range:</i>	<i>Long Range:</i>
<i>1 to 2 Years</i>	<i>3 to 5 Years</i>	<i>6 or More Years</i>

## 7.2 IMPLEMENTATION MEASURES – LAND USE AND GROWTH

Action	Short Range	Mid Range	Long Range
Focus future growth and development into designated areas.	Utilize the future land use plan as a tool when working with land owners and potential developers during preliminary discussions and the approval process.	Same as Short Range	Same as Short Range
Act in accordance with the future land use plan.	Approve zoning changes that are consistent with the adopted future land use plan, and keep the plan current.	Same as Short Range	Same as Short Range
Adopt a process for requiring the development of parks, open space, and new municipal facilities within subdivisions.	Prepare draft ordinances for requirement of park and open space dedication or development within residential subdivisions. Adopt into zoning ordinance.		
Incorporate neighborhood retail opportunities into new and existing development.	Define areas appropriate for neighborhood retail development.	Follow through with Short Range actions.	
	Consider updates to the C-B or C-1 zoning districts, or the creation of a new commercial zoning district to promote neighborhood retail.	Follow through with Short Range actions.	
	Discuss the city's desires with potential developers.	Follow through with Short Range actions.	

## IMPLEMENTATION MEASURES – LAND USE AND GROWTH (CONTINUED)

Action	Short Range	Mid Range	Long Range
Conservation Design District Implementation	Develop ordinance language for a conservation design overlay district and adopt it into the zoning ordinance.	Apply the conservation design overlay district.	Continue to apply the district as appropriate.
	Over time, refine the areas designated as conservation design development areas in the land use plan.	Same as Short Range	Same as Short Range
Preserve surrounding agricultural areas and prevent sprawl of non-farm development.	Add an Agricultural Zoning District to the City's Zoning Ordinance. Apply to surrounding agricultural areas.	Monitor the outcome of code changes and adjust as needed.	Monitor the outcome of code changes and adjust as needed.
Modernize Zoning Ordinance and Subdivision Regulations.	Update format and content of zoning ordinance and subdivision regulations to respond to land use and transportation goals, eliminate outdated references, and make them easier to use and understand.*	Monitor the outcome of code changes and adjust as needed.	Monitor the outcome of code changes and adjust as needed.
Allow and encourage mixed use.	Update zoning ordinance to allow mixed use and neighborhood commercial developments.	Monitor the outcome of code changes and adjust as needed.	Monitor the outcome of code changes and adjust as needed.

\* See table listing specific zoning and subdivision recommendations in Appendix.

### 7.3 IMPLEMENTATION MEASURES – HOUSING

Action	Short Range	Mid Range	Long Range
Preserve the existing character of neighborhoods.	Define existing neighborhoods within city limits.	Develop overlay criteria for each neighborhood based upon the common design features, while utilizing public involvement efforts.	Adopt zoning ordinance amendments.
	Catalog design features of each neighborhood.	Create draft ordinance language for each overlay district.	Apply the neighborhood overlay districts as appropriate.
Encourage high quality residential development.	Utilizing public involvement efforts, establish draft design guidelines for new development.	Create draft ordinance language for inclusion in the R-1 and R-2 Districts, and adopt language.	Apply the design standards.
	Use a database to record and monitor the condition of the existing housing stock.	Maintain database and utilize code enforcement measures. Consider a property maintenance ordinance, especially for rental properties.	Maintain database and utilize code enforcement measures.
	Create a zoning district that only allows single family detached dwellings as permitted residential uses.	Monitor the outcome of code changes and adjust as needed.	Monitor the outcome of code changes and adjust as needed.
Identify housing units with redevelopment opportunities.	Monitor vacant buildings and lots that could be developed into new housing units. Develop marketing materials to encourage development.	Same as Short Range	Same as Short Range
	Use financing tools such as TIF to facilitate redevelopment.		

## IMPLEMENTATION MEASURES – HOUSING (CONTINUED)

Action	Short Range	Mid Range	Long Range
Monitor the need for moderate to low income housing units.	Work with housing agencies to determine the need for additional low income housing units. Work with developers and agencies to place these projects into new subdivisions.	Same as Short Range	Same as Short Range
Promote the development of housing types for all incomes.	Research potential programs and funding sources to encourage affordable housing developments.	Follow through with the defined programs.	Same as Mid Range
Protect the existing housing stock from becoming problem properties.	Create a task force to identify, catalog, and address problem properties. Carry out inspections and enforcement.	Continue to identify properties and enforcement as needed.	Continue to identify properties and enforcement as needed.
	Consider the creation of residential districts requiring revitalization. Define these revitalization areas and develop programs to assist in funding and management of home improvement loans for residents.	Follow through with short term actions, and monitor the use and success of the program.	Evaluate the use and success of the program and the revitalization areas. Address needed updates as required.
	Consider the creation of a property maintenance code, particularly aimed at residential properties.	Adopt a property maintenance code and initiate a rental housing inspection program.	
Promote a diverse housing stock.	Work with developers through zoning ordinance and subdivision regulations to achieve a mix of lot sizes and housing styles in new residential subdivisions.	Same as Short Range	Same as Short Range

## 7.4 IMPLEMENTATION MEASURES – HISTORIC AND CULTURAL RESOURCES

Action	Short Range	Mid Range	Long Range
Preserve historical sites.	Catalog the location and historical information of sites and structures.	Same as Short Range	Same as Short Range
Preserve historical character of sites, structures, and neighborhoods.	Define procedures and criteria for the redevelopment of cataloged historical sites and structures.	Adopt preservation and redevelopment policies. Follow through with historic preservation policies.	Follow through with historic preservation policies.
	Develop financial assistance programs for the redevelopment of historical buildings that preserve the existing character.	Employ and promote programs.	Employ and promote programs.

## 7.5 IMPLEMENTATION MEASURES – COMMUNITY FACILITIES AND SERVICES

Action	Short Range	Mid Range	Long Range
Extend city services in an orderly manner.	Promote new development in areas contiguous to city limits, and complete annexations.	Same as Short Range	Same as Short Range
	Develop programs between the City, developers, and property owners that allocate cost of newly developed infrastructure/facilities in a fair and just manner (i.e., deferrals).	Same as Short Range	Same as Short Range
Provide quality city services to the citizens, businesses, and industries in Wadena.	Annually monitor the condition and capacity of existing systems that provide services to the new growth areas, and prioritize required upgrades.	Same as Short Range	Same as Short Range
	Adopt policies requiring the construction of streets and utilities into growth areas prior to the occupancy of the structures.	Follow through with policies for new developments.	Same as Mid Range
Ensure adequate street ROW and intersection/access spacing.	Amend subdivision regulations to update minimum ROW and access management requirements.	Monitor the outcome of code changes and adjust as needed.	Monitor the outcome of code changes and adjust as needed.
Provide sidewalks to ensure safe pedestrian mobility and increase active living.	Amend subdivision regulations to include a requirement for sidewalks along all city streets.	Require sidewalk construction as a development standard to be included on all site plans for building permit applications.	Follow through with subdivision regulation.

## IMPLEMENTATION MEASURES – COMMUNITY FACILITIES AND SERVICES (CONTINUED)

Action	Short Range	Mid Range	Long Range
Ensure the quality of city facilities and services.	Develop and maintain a database with all facilities including attributes such as installation date, condition, capacity, location, etc.	Maintain database and assess a procedure for prioritizing and completing upgrades.	Same as Mid Range
	Assess the ability to provide adequate response times within the service area and define areas for improvement if necessary.	Same as Short Range	Same as Short Range
Manage storm water run-off.	Develop and adopt policies requiring the development of on-site storm water retention for sites over a certain size.	Follow through with policies for new developments.	Same as Mid Range
Plan for future park facilities.		Establish a park master plan that addresses all existing parks and associated facilities, and also defines deficiencies or additional needs of the system.	Follow the implementation plan within the park master plan.

## 7.6 IMPLEMENTATION MEASURES – NATURE AND THE ENVIRONMENT

Action	Short Range	Mid Range	Long Range
Reduce urban sprawl.	Apply agricultural zoning to farmland in the city's fringe growth area until application of commercial, industrial, and residential zoning is appropriate.	Same as Short Range	Same as Short Range
Preserve wooded and agricultural land.	Employ the conservation design district.	Same as Short Range	Same as Short Range
	Define environmentally critical areas within city limits and the surrounding extraterritorial area.	Same as Short Range	Same as Short Range
Increase greenways, open space, and vegetation throughout the City of Wadena.	Catalog existing and new public planting efforts throughout the city. Monitor and record the quality of the vegetation.	Same as Short Range	Same as Short Range
	Develop a guide outlining recommended vegetation for the region that is accessible to the public.	Same as Short Range	Same as Short Range
	Develop draft ordinance language requiring vegetation to be planted in the development of commercial, industrial, and public properties. Adopt into zoning ordinance.		

## IMPLEMENTATION MEASURES – NATURE AND THE ENVIRONMENT (CONTINUED)

Action	Short Range	Mid Range	Long Range
Utilize energy efficient technologies in public buildings.	Adopt the most recent international building code.		
	Develop programs that assist in the retrofitting of existing or construction of new energy efficient building systems.		
	Utilize energy efficient technologies within new public structures whenever possible.	Same as Short Range	Same as Short Range
Encourage reuse and recycling	Define areas for recycling facilities within the city limits.	Add new and enhance existing recycling facilities as the need arises.	Implement curbside recycling for Wadena residents.
Protect ground and surface water.	Reconsider the minimum lot size of residential properties not served by public sewer (currently 22,000 sf). Amend zoning ordinance and subdivision regulations if determined necessary.		
Reduce vehicle dependency and carbon emissions.	Mix land uses to make walking and biking more feasible and attractive.	Same as Short Range	Same as Short Range
	Develop a compact urban form, when applicable, to reduce the overall street mileage throughout a development.	Same as Short Range	Same as Short Range

## 7.7 IMPLEMENTATION MEASURES – ECONOMY

Action	Short Range	Mid Range	Long Range
Encourage the development of new businesses.	Develop marketing strategies for vacant buildings and properties.	Same as Short Range	Same as Short Range
Encourage home occupations.	Update the zoning ordinance to clarify rules associated with home occupations and modernize the types of home occupations that are permitted, conditional, and prohibited.	Monitor the outcome of code changes and adjust as needed.	Monitor the outcome of code changes and adjust as needed.
Assess gaps in goods and services.	Conduct a needs analysis for Wadena and the surrounding area.	Maintain the information from the analysis and focus marketing efforts to fill needs.	Same as Mid Range
Preserve the TH 10 Corridor for future improvements.	Prevent additional intersections and driveways along TH 10. Transition existing commercial businesses between TH 10 and the railroad tracks to a greenway.	Same as Short Range	Same as Short Range
Encourage growth by updating the city's zoning and subdivision regulations.	Update the format and content of the city's zoning and subdivision regulations to eliminate outdated terms and references, modernize the format, and address current needs.	Monitor the outcome of code changes and adjust as needed.	Monitor the outcome of code changes and adjust as needed.

## IMPLEMENTATION MEASURES – ECONOMY (CONTINUED)

Action	Short Range	Mid Range	Long Range
Promote local business and entrepreneurship.	Assist residents in attaining funding sources for business start-ups.	Same as Short Range	Same as Short Range
	Develop community events such as farmer's markets, craft shows, and art festivals which sell locally made goods.	Same as Short Range	Same as Short Range
Maintain an educated and skilled workforce.	Facilitate the continued relationship between local education institutions and industries regarding desired and required skill sets.	Same as Short Range	Same as Short Range
Annex growth areas into the city.	Annex growth areas into the city prior to the extension of city services and the construction of new streets.	Same as Short Range	Same as Short Range