

TOWN OF RICHFORD

20-Year Comprehensive Plan

Volume One: Goals, Objectives and Recommendations

Town of Richford
Waushara County, WI

Adopted October 12, 2009



Schreiber Anderson Associates, Inc
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Town of Richford

This plan was prepared by the Town of Richford Land Use Committee for official review and adoption by the Plan Commission and Town Board.

Waushara County / Waushara County UW-Extension

The Town of Richford participated in a multijurisdictional comprehensive planning process led by Waushara County and Waushara County UW-Extension to prepare this plan. A portion of the funding for plan development was provided by the Department of Administration through a grant obtained by Waushara County. The County also provided a portion of funding to fulfill local financial match requirements.

East Central Wisconsin Regional Planning Commission (ECWRPC)

The Town of Richford Comprehensive Plan is composed of two documents – Volume One and Volume Two. Together, the two volumes contain all information necessary to meet state requirements.

This volume, “Volume One: Comprehensive Plan (Goals, Objectives, and Recommendations),” contains issues, goals, objectives, and recommendations for each of the nine required comprehensive plan elements for implementation over the next twenty years.

A companion document, “Volume Two: Existing Conditions Report,” contains an analysis of existing conditions within the Town. Content was developed and/or assembled by East Central Wisconsin Regional Planning Commission (ECWRPC). Portions of Volume One also contain data produced by ECWRPC.

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TABLE OF CONTENTS

1. Introduction	1-1
1.1 Plan Purpose and Use	1-1
1.2 Comprehensive Plan Format.....	1-1
1.3 Planning Process	1-1
1.4 20-Year Vision.....	1-4
1.5 Key Demographic Findings and Projections.....	1-4
2. Housing.....	2-1
2.1 Housing Chapter Purpose and Contents	2-1
2.2 Summary of Existing Housing Conditions.....	2-1
2.3 Housing Issues Identified Through the Planning Process.....	2-2
2.4 Housing Goals, Objectives, and Recommendations.....	2-2
3. Transportation.....	3-1
3.1 Transportation Chapter Purpose and Contents	3-1
3.2 Summary of Existing Transportation Conditions.....	3-1
3.3 Transportation Issues and Opportunities Identified Through the Planning Process	3-2
3.4 Transportation Goals, Objectives, and Recommendations.....	3-2
4. Utilities & Community Facilities	4-1
4.1 Utilities & Community Facilities Chapter Purpose and Contents	4-1
4.2 Summary of Existing Conditions for Utilities & Community Facilities.....	4-1
4.3 Utilities & Community Facilities Issues Identified Through the Planning Process.....	4-4
4.4 Utilities & Community Facilities Goals, Objectives, and Recommendations.....	4-4
4.5 Timetable for Expansion of Utilities & Community Facilities.....	4-4
5. Agricultural, Natural & Cultural Resources.....	5-1
5.1 Agricultural, Natural & Cultural Resources Chapter Purpose and Contents.....	5-1
5.2 Summary of Existing Conditions for Agricultural, Natural & Cultural Resources	5-1
5.3 Agricultural, Nat. & Cultural Resources Issues Identified Through the Planning Process	5-3
5.4 Agricultural, Natural & Cultural Resources Goals, Objectives, and Recommendations	5-4
5.5 Agricultural, Natural & Cultural Resources Programs	5-9
6. Economic Development	6-1
6.1 Economic Development Chapter Purpose and Contents	6-1
6.2 Summary of Existing Conditions for Economic Development	6-1
6.3 Economic Development Issues Identified Through the Planning Process.....	6-2
6.4 Strengths and Weaknesses for Economic Development	6-3
6.5 Economic Development Goals, Objectives, and Recommendations.....	6-3
6.6 Economic Development Programs	6-5

7. Intergovernmental Cooperation	7-1
7.1 Intergovernmental Cooperation Chapter Purpose and Contents	7-1
7.2 Summary of Existing Conditions for Intergovernmental Cooperation.....	7-1
7.3 Intergovernmental Cooperation Issues and Opportunities.....	7-2
7.4 Existing or Potential Conflicts and Process to Resolve Conflicts.....	7-2
7.5 Intergovernmental Cooperation Policies.....	7-3
7.6 Intergovernmental Cooperation Goals, Objectives, and Recommendations.....	7-3
8. Land Use.....	8-1
8.1 Land Use Chapter Purpose and Contents.....	8-1
8.2 Summary of Existing Conditions.....	8-1
8.3 Opportunities for Redevelopment	8-2
8.4 Existing or Potential Land Use Conflicts.....	8-2
8.5 Land Use Goals, Objectives, and Recommendations	8-2
8.6 Land Use Projections.....	8-4
8.7 Proposed Land Use Categories and Map.....	8-4
9. Implementation	9-1
9.1 Implementation Chapter Purpose and Contents.....	9-1
9.2 Summary of Key Planning Issues and Opportunities.....	9-1
9.3 Regulatory Measures.....	9-2
9.4 Non-Regulatory Measures.....	9-5
9.5 Consistency Among Plan Elements.....	9-6
9.6 Plan Adoption, Monitoring, Amendments and Update	9-6
9-7 Ten-Year Action Plan.....	9-7

Appendices

- Appendix A: Public Participation Plan
- Appendix B: Resolution for Adoption
- Appendix C: Adopting Ordinance

1

INTRODUCTION: ISSUES AND OPPORTUNITIES

1.1 Plan Purpose and Use

The Town of Richford's Comprehensive Plan has been developed to establish a strategy for community development while conserving natural resources within the Town. It updates and replaces the *Town of Richford Land Use and Development Plan (2002)*. Most of this comprehensive plan contains direct carryovers from the land use and development management plan. This was done to preserve the efforts and intent of that document while updating to conform to the requirements set forth by the State of Wisconsin.

The purpose of this comprehensive plan is to provide direction to Richford's decisionmakers on matters related to the use and prosperity of Town resources. It has been prepared under the State of Wisconsin's Comprehensive Planning Law under section 66.1001 of the Wisconsin State Statutes to meet all elements and requirements. The law requires that all Town land use decisions be consistent with the plan. It is a working document that is intended to be reviewed and updated as necessary. The review serves as a checkpoint to ensure that the document is providing clear direction and that it remains consistent with community goals, values, and needs.

1.2 Comprehensive Plan Format

This plan is composed of two documents – Volume One and Volume Two. Together, the two volumes contain all information necessary to meet state regulations. The purpose of the two reports is to create a user-friendly plan that separates a majority of the required background material from the Town's goals, objectives, and recommendations. Generally speaking, Volume One serves as the "guide" for decision making whereas Volume Two provides data and support for actions detailed in Volume One. Specific details are provided below for each volume.

Volume One: "Comprehensive Plan (Goals, Objectives, and Recommendations)". This volume contains issues, goals, objectives, recommendations, and a guiding principle statement for each of the nine required comprehensive plan elements for implementation over the next twenty years. It describes actions and strategies to achieve the goals and objectives listed in each of the nine planning elements, or chapters, within the plan. This document should be consulted by the Plan Commission and Town Board when managing community resources. It will also be used by Waushara County on matters where a county land use control, such as zoning, is applied to the Town of Richford. Content was developed and/or assembled by the Town and its consultant.

Volume Two: "Existing Conditions Report". The second volume of this comprehensive plan contains an analysis of existing conditions within the Town. It provides a series of Census and other empirical data available through local, regional, state, and national sources. These data reveal current findings within the Town and how these compare to other communities, Waushara County, and the State of Wisconsin. These data were primarily used to identify challenges within the community which were addressed in Volume One. The report is a companion document to Volume One and should be used to locate evidence of existing conditions that provide support for recommendations and strategies located in Volume One. Content was developed and/or assembled by East Central Wisconsin Regional Planning Commission and the Richford Land Use Committee.

1.3 Planning Process

Public input is a fundamental component of any planning process. Public participation is especially important for this document because Richford's plan, along with other municipalities in Waushara

County, will comprise the countywide comprehensive plan. This “bottom-up” approach is based on consensus building and plan preparation at the local level. The result is a stronger countywide plan because each locality within the county has the opportunity to identify the issues, needs, and goals that will drive the overall development of the plan. The following formal public participation activities contributed to the development of Richford’s plan. All public meetings and events were properly noticed.

1. Adoption of a Formal Public Participation Plan
2. Citizen Questionnaire
3. Public Information Meetings (Waushara County)
4. Public Meetings (Waushara County Land Use Committee, Town Committee)
5. Written Comments
6. County Fair Booth
7. Public Hearing

1.3.1 Public Participation Plan

The purpose of the Public Participation Plan is to outline the process and ways in which the public will be invited to participate in developing a comprehensive plan in accordance with 66.1001 of the Wisconsin Statutes. The Town of Richford adopted a Public Participation Plan on October 1, 2008. It is located in Appendix A.

1.3.2 Citizen Questionnaire

The Citizen Questionnaire was completed in 1999 during the previous land use planning process. 400 questionnaires were mailed out and 148 were returned. This reflects a 37% response rate. No other information was available.

Demographic Information

No demographic information was solicited in the citizen questionnaire.

Existing Development

Respondents were asked how they felt about the Town’s non-agricultural, large-lot, single-family residential, commercial, and agricultural development and natural resources. A majority of respondents indicated that the amount of non-agricultural residential development was about right

Land Preservation and Recreational Opportunities.

Respondents were asked to rank the importance of seven natural resources found in the Town. Groundwater was found to be the most important natural resource to a majority of respondents, while public recreational land was the least important. The respondents results in rank order are:

- | | |
|--|---|
| 1. Groundwater | 5. Productive farmlands and Flora & Fauna (tie) |
| 2. Surface water features (streams, lakes, wetlands) | 6. Woodlands / lumber / pulpwood |
| 3. Air quality | 7. Public recreational land |
| 4. Other (listed separately) | |

Respondents were then asked how the Town should protect these resources. The following table illustrates their responses.

Table 1. Preservation Table (source: Town of Richford Citizen Questionnaire)

Resource Item / Feature	Preservation Option			
	Regulation without landowner compensation	Regulation with landowner compensation	Land acquisition or easement purchase	Continued landowner education & voluntary land management techniques
a) Wetlands	16 (11.9%)	34 (25.4%)	9 (6.7%)	75 (56.0%)
b) Floodplains	16 (11.9%)	38 (28.4%)	11 (8.2%)	69 (51.5%)
c) Productive Farmlands	9 (6.8%)	34 (25.6%)	8 (6.0%)	82 (61.7%)
d) Woodlands / Wildlife Habitat	10 (7.4%)	29 (19.6%)	14 (9.5%)	82 (55.4%)
e) Areas adjacent to river/water features	12 (8.8%)	35 (25.7%)	24 (17.6%)	65 (47.8%)
f) Groundwater Resources	36 (26.9%)	32 (23.9%)	8 (6.0%)	58 (43.3%)

Expanding the Town's recreational opportunities was another issue the questionnaire addressed. Each respondent was allowed to indicate as many responses as they wanted. Almost half of the respondents indicated that they wanted more "passive" recreational areas (i.e. nature areas, picnic facilities, etc.) and more off-road multi-use trails that are meant for non-automobile traffic (i.e. snowmobile, ATV, etc.) in the Town.

There were no questions about farmland preservation.

Development Issues

A majority of respondents supported the Town's future as a community with a mixture of farms, residential homes, commercial, business, and recreational opportunities. A second development mix, where the Town would be a rural community dominated by farms and other agricultural types, was also highly supported by respondents. Respondents were asked to indicate their preference on the number of homes sites allowed per 40 acres. Ten different choices were given, and a majority indicated that there should be no restrictions on what a landowner can do with his land. The second highest response rate, 16.4% of respondents, indicated that one home site per 40 acres should be the maximum density. The third highest response rate, 15% of responses, indicated that 2-3 homes per site should be the maximum density.

About one-third of respondents indicated that more home-based businesses should be allowed in the Town in the future, with minimal regulations and/or restrictions. Over a third of respondents indicated that they preferred dispersing future commercial in and around the unincorporated community of Richford, while a quarter of respondents indicated that development should be located primarily along the STH 21 corridor. A quarter of respondents indicated that there was no need for more industrial development in the Town. There were no other questions about the type or need for types of commercial or industrial developments.

Public Services and Facilities

There were no questions about public services and/or facilities.

1.3.3 Public Information Meetings (Waushara County)

Local residents, interested parties, and non-committee members were encouraged to participate as equals and attend county public information meetings throughout the process. This was the primary public participation method for disseminating progress made on the countywide comprehensive plan. These meetings occurred at key benchmarks in the planning process with one meeting held in each sub area.

1.3.4 Public Meetings (Waushara County Land Use Committee, Town Committee)

A volunteer committee was assembled in the Town of Richford to assemble the comprehensive plan. All meetings were open to the public and agendas were posted on the Waushara County website, and at the Town Hall. The committee met on an as-needed basis to review plan components and oversee the local planning process.

A representative of the Town of Richford was invited to sit on the Waushara County Land Use Committee. This Committee oversaw the development of the countywide plan. The intent of having local representatives on the Committee was to ensure local goals and priorities were being addressed in the countywide document. All meetings were publicly noticed and open to the public.

1.3.5 Written Comments

Written comments were solicited throughout the process. Members of the public who had comments were asked to submit them to any local or county official, the UW-Extension agent assigned to this process, or the consultant. Comments received were provided to committee members for review and discussion.

1.3.6 Public Hearing

A public hearing was held on October 12th, 2009 to solicit comments pertaining to the content of the Town of Richford Comprehensive Plan. This meeting was preceded by a Class 1 Public Notice. Additionally, drafts of the comprehensive planning document were sent to all overlapping and adjacent jurisdictions (including Waushara County, ECWRPC, etc.), the Wisconsin Department of Administration, and the Plainfield Public Library.

1.4 20-Year Vision

The following 20-Year Vision Statement has been developed to guide future development and resource management activities in the Town of Richford over the next twenty-year planning period. This vision statement was originally developed for the *Town of Richford Land Use and Development Plan (2002)* and continues to describe the Town's overall vision and statement of values.

The Town of Richford envisions that it will remain a primarily rural community which retains its agricultural heritage while managing new growth to ensure its compatibility with the existing rural character. The Town of Richford should encourage appropriate types and amounts of growth which will allow for residents and landowners to continue, and improve upon, their way of life.

1.5 Key Demographic Findings and Projections

The following section identifies the key demographic findings and projections for the Town of Richford. A complete listing of demographic information can be located in the *Town of Richford Comprehensive Plan Volume Two: Existing Conditions Report*.

Demographic Trends

- Over the past fifty years, the population of the Town of Richford has remained fairly stable.
- The population decreased from 1950 (386) to 1960 (317), before increasing in 2000 to a population of 588.
- Migration has played a greater role in population change in Waushara County than natural increase between 1950 and 2005.
- Since natural increase rates were negative, the entire increase in population in Waushara County since 1990 can be attributed to in-migration.
- Population density in the Town was less than the county average (37 persons per square mile), and the state (82 persons per square mile) with an average of 17 persons per square mile.

Household Structure

- Household size for the Town decreased between 1970 and 1980, and since 1980 it has been increasing.
- In 1990 and 2000, the majority of households for the Town were family households, and the majority of family households were married couple families.
- The population of the town is less diverse than that of the county and state. In 2000, whites comprised 94.9% of the Town's population compared to 88.9 % of the state's population.
- If the town is going to continue to grow through migration, it is likely that the number and percentage of Hispanics in the area will also increase as Hispanics are becoming a larger share of the national, state and county populations.

Income Levels

- Access to earning opportunities is a strong determinant in meeting the income needs of residents in the Town of Richford, Waushara County and Wisconsin.
- The State of Wisconsin maintained higher median household, family and per capita incomes than Waushara County and the Town of Richford for both 1989 and 1999.
- Over ninety four percent of households in the Town reported incomes below \$75,000 in 1999.
- Between 1989 and 1999, both the number and percentage of persons living below the poverty threshold declined in the Town, Waushara County and Wisconsin. In spite of the decline in poverty, 22.4% of Richford residents still lived below the poverty line in 1999.
- In 1989, 36.1% of children in the Town lived in poverty, compared to 56.3 percent of the elderly. By 1999, the share of children living in poverty in the Town had increased slightly to 38.6 percent, while the share of elderly living in poverty had decreased to 9.2%.

Population Forecasts

- The Town is expected to grow by 26.8% between 2000 and 2030.
- Waushara County population projections by age cohort indicate that the number of county residents age 65 and older may almost double between 2000 and 2030, while the number of children may decline by 21%.

Household Forecasts

- Based on projected growth patterns and smallest average household size assumptions, the number of households in Waushara County is expected to increase by 28.9% between 2000 and 2030. The number of households in the Town is anticipated to grow by 23.7% during the same time period.

2 HOUSING

Guiding Principle Statement: While the plan promotes and encourages certain types of development and land use, the ultimate decision rests with the Town Land Use Committee on a case by case basis.

2.1 Housing Chapter Purpose and Contents

This element includes a brief summary of existing housing conditions followed by a series of goals, objectives, and recommendations to guide the future development and character of housing in the Town of Richford. The element also provides direction to ensure an adequate supply of housing is available for existing and forecasted housing demand.

Recommendations were developed through the public participation process, and through review of the *Town of Richford Land Use and Development Plan (2002)*. These are the same goals and objectives that were developed as part of the land use and development management plan.

2.2 Summary of Existing Housing Conditions

The following section identifies key housing conditions for the Town of Richford. A complete listing of housing information can be located in the *Town of Richford Comprehensive Plan Volume Two: Existing Conditions Report*.

Age of Occupied Dwelling Units

- Census information regarding the age of owner-occupied units indicates that the Town of Richford was well established by 1960.
- Between 1990 and 2000, the Town experienced a higher level of growth in owner-occupied units than was indicated in previous Census periods (1960 to 1990) based on the age of structure information provided in the 1990 and 2000 Censuses.

Change in Structural Type

- As with most rural communities, the dominant housing type in the Town is single family housing.
- By 2000, the share of single family units had increased to 90.4% in the Town, while the number and share of mobile home units decreased to 23 units or 8.2% of total housing units.

Occupancy Status

- The majority of occupied units within the Town are owner-occupied. Richford had a higher owner-occupancy rate than Waushara County and the State in 1990 and 2000.
- Between 1990 and 2000, the Town experienced a substantial increase in median housing values, increasing by 94.8%.

Vacancy Status

- In 2000, the Town had a homeowner vacancy rate of 0, which indicates a severely inadequate number of homes for sale.
- The Town had the highest rental vacancy rate (13.6%) of all three jurisdictions.
- Between 1990 and 2000, the share of vacant units identified as seasonal increased from 75.5% to 79.1%.

Owner-Occupied Housing Stock Value

- Between 1990 and 2000, median housing in the Town values nearly doubled. By 2000, the median housing value for Richford was \$79,100, up from \$40,600 in 1990.

- 97% of the owner-occupied housing stock in the Town was valued at less than \$150,000 in 2000.

Housing Affordability

- Between 1989 and 1999, housing affordability became a larger issue for homeowners both in the State and Waushara County. In contrast, the percentage of homeowners paying a disproportionate share of their income for housing in Richford decreased to 9.7 percent.
- There were no reported renters paying a disproportionate amount of their income for housing in the Town in 1989.
- By 1999, the share of renters paying more than 30% of their income for housing increased to 25.0 percent in the Town.

Housing Conditions

- By 2000, seven occupied units without complete plumbing facilities existed in the Town.

Subsidized and Special Needs Housing

- The closest access to subsidized housing for qualifying elderly, families and persons with disabilities for Town residents is in the City of Wautoma or Village of Coloma.

2.3 Housing Issues Identified Through the Planning Process

A number of issues were identified during the planning process that were not a result of statistical analyses. These issues may or may not have been captured through the existing conditions information collected in Volume Two of this report. The following issues were identified by the Town of Richford.

Farmland Preservation Issues

One of the primary concerns in the Town of Richford is farmland preservation. Protecting farmland from development appears to be important to the community. Agriculture is a keystone in the local economy, and people enjoy the bucolic vistas of the rural environment. However, residents disagree on how to preserve farmland. Some think that regulating land divisions is the best way to protect land from sprawling developments, while others feel that farmers should be allowed to self-regulate.

2.4 Housing Goals, Objectives, and Recommendations

The following section identifies goals, objectives, and recommendations concerning housing stock in the Town of Richford. The goals and objectives identify what should be accomplished, whereas the recommendations focus on identifying the action necessary to achieve the goals and objectives. The existing prerogatives were carried over from the *Town of Richford Land Use and Development Plan (2002)*.

Goal 2.1 The Town should continue to allow for the creation of additional residential parcels to accommodate future growth and development.

Objectives

- a. To allow for limited parceling of land from larger farmsteads which would assist in supporting local farm families. After much discussion, the Committee felt that it should not discourage the parceling off of a limited amount of property for residential uses by existing farmers if necessary. However, these parcels should be subject to the same criteria as other lands, in order to address potential land use conflicts.
- b. To minimize impacts of residential lot creation on environmental resources and the provision of public services.

Recommendations

2.1.1 No minor or major subdivisions should be allowed immediately adjacent to “important farms”. These areas are illustrated on Exhibit 3-2 as Potential Farm Building Site Conflict Areas. Smaller land divisions should be considered on a case by case basis as long as appropriate “buffer zones” are established between new rural, residential development and existing farm operations to minimize land use conflicts.

2.1.2 Newly created, individual lots (CSM's) within shoreland areas should have a minimum five acre parcel size and meet the other current minimum requirements as set forth by the Waushara County Zoning Ordinance. Larger lot size requirements in these areas will assist in reducing the overall density of development and the potential impacts from non-point source pollution. Currently, the Waushara County Zoning Ordinance requires that the minimum lot size in these areas be 3 acres. Additionally, Waushara County currently requires a minimum of 66 feet of road frontage and 100 feet of water frontage. Historically, these requirements have allowed for the creation of numerous ‘flag lots’ which may have negative impacts on residents and the community. The frontage minimums were discussed extensively by the Committee and a vote was taken which resulted in a recommendation to keep using these current requirements as they have not posed a serious problem within the Town of Richford. This issue should be periodically revisited by the Town. The Town should also make landowners/developers aware that a “conservation subdivision” option also exists within the current County zoning requirements.

2.1.3 Newly created, individual lots (CSM's) on lands outside of the shoreland zone should have a minimum three acre parcel size and meet the other current minimum requirements set forth by the Waushara County Zoning Ordinance. Surface water quality impacts become less of a concern outside the shoreland zone and therefore the Town should consider allowing smaller lot sizes outside of this area. However, the current Waushara County Zoning Ordinance allows for CSM's of 3 acres in size in most zoning districts. In order to better protect the rural character of the Town, the Committee felt that a minimum three acre lot size would be more appropriate and, in effect, would further limit the total number of homes within any given area. The Committee recommended that the existing 66-foot minimum road frontage standard remain for such developments.

2.1.4 The Town should discourage the placement of used mobile homes and consider the placement of new mobile homes as long as accessory uses associated with them are controlled adequately.

2.1.5 The Town should discourage the development of multi-family housing units and address duplex units on a case by case basis. Multi-family residential uses were not deemed as an appropriate land use within the Town due to concerns regarding the need for infrastructure and the potential loss of rural character. The Town should direct these uses to nearby communities which can adequately service them.

3 TRANSPORTATION

Guiding Principle Statement: While the plan promotes and encourages certain types of development and land use, the ultimate decision rests with the Town Land Use Committee on a case by case basis.

3.1 Transportation Chapter Purpose and Contents

This element includes a brief summary of existing transportation conditions followed by a series of goals, objectives, and recommendations to guide the future development of various modes of transportation and facilities development in the Town of Richford.

Recommendations were developed through the public participation process, and through review of the *Town of Richford Land Use and Development Plan (2002)*. These are the same goals and objectives that were developed as part of the land use and development plan.

3.2 Summary of Existing Transportation Conditions

The following section identifies key transportation conditions for the Town of Richford. A complete listing of transportation information, including regional and state plans, can be located in the *Town of Richford Comprehensive Plan Volume Two: Existing Conditions Report*.

Streets and Highways

- The entire transportation network in the Town of is comprised of 70.6 miles of local roads, county highways, and state highways. Local roads comprise over half of the road network.
- STH 21 is a minor arterial that runs east-west.
- Approximately 98% (43.7 miles) of the roads within the Town are paved.
- Over three-quarters of the roads in the Town (36.4 miles, 83%) are considered to be in good to fair condition, according to the Wisconsin Information System for Local Roads standards.

Other Transportation Modes

- There is one Rustic Road in the Town.
- There are two major freight corridors passing through Waushara County. The Cranberry Country Corridor (STH 21) stretches 100 miles across the state from east to west (Oshkosh to Tomah). This corridor connects the Fox Valley to I-39, southern Minnesota, South Dakota and beyond. The Wisconsin River Corridor (I-39/USH 51) stretches 260 miles linking north central Wisconsin to south central Wisconsin and Illinois.
- Rail service to Waushara County was discontinued several decades ago.
- There are no commercial ports in Waushara County.
- The Ice Age National Scenic Trail is a thousand-mile-long footpath located entirely within Wisconsin. A portion of the Ice Age Trail passes through Waushara County and the Town.
- Waushara County has established an interconnected system of bicycle routes throughout the county. Waushara County's Route 1 – Plainfield - Oasis totals 30.1 miles transecting the Village of Plainfield and the towns of Oasis, Plainfield, Hancock and Deerfield.
- The four airports that provide scheduled commercial air service most convenient to area residents are: Central Wisconsin Regional Airport in Mosinee, Outagamie County Regional Airport in Appleton, Dane County Regional Airport in Madison, and Austin Straubel Airport in Green Bay.
- There is no scheduled bus service within the County.
- There are no major reconstruction plans scheduled for the Town.

3.3 Transportation Issues and Opportunities Identified Through the Planning Process

A number of issues were identified during the planning process that was not a result of statistical analyses. These issues may or may not have been captured through the existing conditions information collected in Volume Two of this report. The following issues or opportunities were identified by the Town of Richford.

Bicycling

Waushara County has established bicycle routes through the Town of Richford (Routes 3 and 7) that are regularly used in warmer weather. The routes use a combination of county highways and local roads. There are opportunities along local roads and county highways to increase the popularity of the routes and promote patronization of local businesses.

3.4 Transportation Goals, Objectives, and Recommendations

The following section identifies goals, objectives, and recommendations concerning transportation issues in the Town of Richford. The goals and objectives identify what should be accomplished, whereas the recommendations focus on identifying the action necessary to achieve the goals and objectives. Existing prerogatives were carried over from the *Town of Richford Land Use and Development Plan (2002)*.

Goal 3.1 The Town should ensure that its local transportation system is well maintained and safe for its residents.

Objectives

- a. The Town should address current transportation safety issues.
- b. The Town should strive to keep pace with necessary repairs and maintenance on its local road system.
- c. The Town should maintain contact with Waushara County and the Wisconsin Department of Transportation to ensure coordination on regional or statewide transportation issues which may affect the Town.

Recommendations

3.1.1 The Town should work with WisDOT regarding its continued safety concerns at the intersection of STH 21 and CTH B.

3.1.2 The Town should work with the WDNR to address recreational parking issues. The Town has noted that many of the WDNR's parking areas are insufficient and result in unsafe parking along Town roads.

3.1.3 The Town should utilize Capital Improvement Programming techniques in conjunction with the PASERWARE road rating system (software) to prioritize road maintenance.

4 Utilities & Community Facilities

Guiding Principle Statement: While the plan promotes and encourages certain types of development and land use, the ultimate decision rests with the Town Land Use Committee on a case by case basis.

4.1 Community Facilities Chapter Purpose and Contents

This element includes a brief summary of utilities or community facilities that exist within the Town of Richford followed by a series of goals, objectives, and recommendations to guide the future development or expansion of these utilities or community facilities. The element also provides a timeframe for expansion or rehabilitation of utilities and public facilities.

Recommendations were developed through the public participation process, and through review of the *Town of Richford Land Use and Development Plan (2002)*. There were no existing goals and objectives from the land use and development plan. New goals, objectives, and recommendations were written for compliance with Wisconsin's comprehensive planning law.

4.2 Summary of Existing Conditions for Community Facilities

The following section identifies key utilities and facilities conditions for the Town of Richford. A complete listing of this information can be located in the *Town of Richford Comprehensive Plan Volume Two: Existing Conditions Report*.

Wastewater Collection and Treatment

- Private on-site wastewater treatment systems (POWTs) serve all of the Town of Richford.

Stormwater Management

- Eight drainage districts have been established within Waushara County. The only active district is the Marion-Warren district.
- Due to the rural nature of the town, curb and gutter is non-existent.
- A series of open ditches and culverts collects stormwater in the Town of Richford.

Water Supply

- The Town is served by private wells.

Solid Waste and Recycling

- The County operates nine waste collection sites and contracts with Waste Management of Wisconsin, Inc. and Onyx Waste Services to haul waste and recyclables, respectively that are collected at the sites.
- The residents of the Town can bring their waste and recyclables to any site within Waushara County. However, they are more likely to use the Wautoma site or the Coloma site due to the closer proximity of these sites.
- All waste management sites in Waushara County accept recyclable materials.

Electricity

- Adams-Columbia Electric Co-op and Alliant-Wisconsin Power & Light provides electric power to the Town.

Natural Gas

- Wisconsin Gas Company provides natural gas service to the Town and is a subsidiary of Wisconsin Energy Corporation.

Power Generation Plants and Transmission Lines

- American Transmission Company (ATC) owns and maintains a number of transmission lines in the area.

Telecommunications Facilities

- There is one tower located in the Town.
- Union Telephone Company and CenturyTel Central provide service to the Town.
- Union Telephone Company and CenturyTel Central supply internet service to their customers.

Cemeteries

- There are two cemeteries located within the Town; one is private and one is public.

Childcare Facilities

- The Mid-Wisconsin ChildCare Resource & Referral, Inc. and CAPSELL Services works with Waushara County.
- Residents of the Town most likely use childcare facilities in Wautoma. UMOs operates a housing complex, Head Start program, and childcare facilities in Plainfield.
- The licensed facility provided childcare for 60 children in 2008.

Elderly Services

- The Waushara County Coordinated Transportation System offers rides to not only senior citizens but also to veterans and human service clientele on Medical Assistance.
- Meals along with activities and fellowship are provided to seniors at seven locations throughout Waushara County. The closest site is located in the Coloma Community Center (155 Front Street in the Village of Coloma).
- The Aging & Disability Resource Center of Green Lake, Marquette and Waushara Counties provides information and assistance on aging, long term care, disabilities, and other related topics.
- The Wautoma-Waushara Senior Center (in the Town of Dakota) offers a wide range of social and educational activities for seniors including bingo, card tournaments, crafts, and others.
- There are no adult daycare facilities listed with the Department of Health and Family Services in Waushara, Green Lake, or Waupaca counties. However, Cooperative Care, based out of Wautoma, provides in-home personal and home care services to elderly and disabled residents.
- Facilities for Waushara County are located in Wautoma and Redgranite.
- The overall capacity for adult care facilities serving Waushara County is 258 persons.

Police Service

- The Waushara County Sheriffs Department provides twenty-four hour law enforcement services to the Town as needed.
- Response time in the Town is about 15 minutes.
- The Waushara County Sheriff's Office is located on Division Street in Wautoma.
- For a sheriff's office (including most jail personnel), the state average was 1.77 sworn employees per 1,000 residents served. The Waushara County Sheriff's Office employs 1.1 officers per 1,000 population. This is below the state average.
- There are three correctional facilities in Waushara County: the Waushara Huber Facility, the Waushara County Jail, and the Redgranite Correctional Facility.

Fire Protection

- The Town receives fire protection from the Wautoma Area Fire District and the Coloma Area Fire Department.
- The Insurance Service Office (ISO) of Wisconsin, through the use of the Fire Suppression Rating Schedule, evaluates the adequacy of municipal fire protection. The grading is obtained by ISO based upon its analysis of several components of fire protection, including fire department equipment, alarm systems, water supply systems, fire prevention programs, building construction, and the distance of potential hazard areas from the fire station. In rating a community, total deficiency points in the areas of evaluation are used to assign a numerical rating of 1 to 10, with a 1 representing the best protection and 10 representing an essentially unprotected community. The Coloma and Wautoma Area Fire Departments have an ISO rating of 9 within the Town.

Health Care Facilities/Emergency Medical Services

- There are no hospitals located within the Town; however there are eight hospitals located within approximately 50 miles.
- Emergency medical services for the Town are provided by the Waushara County EMS, and through a mutual aid agreement with the First Responders of the Coloma Fire Department.

Libraries

- Residents within the Town have access to a good selection of libraries, but most likely use either the Coloma Public Library in the Village of Coloma or the Wautoma Public Library in the City of Wautoma.

Education

- Both the Westfield School District and the Wautoma Area School District serve the Town.
- According to the Westfield Area School District enrollment has remained stable at the elementary schools. Therefore, it is anticipated that the schools will be able to continue to serve the district's enrollment for the near future.
- According to the Wautoma Area School District, due to declining enrollment and school capacities, it is anticipated that the schools will be able to continue to serve the district's anticipated enrollment for the foreseeable future.
- The Town does not have any institutions of higher education.
- The state is covered by 16 multi-county vocational technical and adult education districts which are organized on a regional basis and financed primarily by local property taxes. These districts tend to follow school district boundaries rather than county lines. The Town is split between the Mid State District and Fox Valley District. Curricula in the technical schools are usually geared toward an area's particular needs. Typically a student may choose from among a two-year highly technical associate degree program, a two-year vocational program, a one-year vocational program, or a short-term program.

Other Municipal Buildings

- The Town's Community Center is located in the unincorporated Village of Richford, on the south side of Cumberland Road, west of CTH B.
- The Town does not have a town garage.

Parks and Recreation

- The Town operates a recreational park at the Community Center.
- Waushara County's park system is comprised of 15 sites containing a total of 761 acres. Curtis Lake County Park is a one-acre site that is owned by the Town and leased by Waushara

County, who is responsible for development and maintenance. Additional land is needed to more effectively develop and use this site.

- Many significant lakes can be found within the Town including Jeanette, Virginia, Curtis and Zinke lakes, Mekan Springs and Rogers Pond.

Post Office

- The residents of the Town are serviced by, and use, the post offices in the Villages of Coloma and Hancock, and the City of Wautoma.

4.3 Community Facilities Issues Identified Through the Planning Process

A number of issues were identified during the planning process that were not a result of statistical analyses. These issues may or may not have been captured through the existing conditions information collected in Volume Two of this report. The following issues were identified by the Town of Richford.

Alternative Energy Infrastructure

Residents in the Town of Richford have shown support for the possibility of alternative energy sources. There was specific interest in supporting efforts for solar and wind power facilities within the community.

4.4 Community Facilities Goals, Objectives, and Recommendations

The following section identifies goals, objectives, and recommendations concerning public utilities and facilities in the Town of Richford. The goals and objectives identify what should be accomplished, whereas the recommendations focus on identifying the action necessary to achieve the goals and objectives.

Goal 4.1 Provide an appropriate level of municipal services and facilities to maintain the public health and welfare and to sustain a viable community and economy.

Objective

- Provide adequate services and facilities in a fiscally and environmentally responsible manner.

Recommendations

4.1.1 Continue to explore opportunities for shared services to achieve efficiencies in service provisions. Sharing services with adjoining communities can save the town money and enables the town to realize efficiencies in services that it could not achieve on its own.

4.1.2 Promote the exchange of information with utilities and adjacent municipalities to encourage coordinated scheduling of planned roadway and utility improvements. Communication is important to controlling costs as projects are often scheduled many years in advance. If a road is scheduled for reconstruction, it is more cost effective to do all improvements at the same time.

4.1.3 Continue to monitor the growth occurring near and in the Town in order to plan appropriately for any necessary utilities and community facilities. Consider developing a Capital Improvement Program (CIP) as the need arises, as this can help Town officials plan for the community's future needs, remain focused on the improvement goals of the town, and stay organized regarding finances involved in the improvements. Annual updates of the CIP are also needed to better assess the necessary changes in the program.

4.5 Timetable for Expansion of Utilities & Community Facilities

Wisconsin's comprehensive planning law requires communities to describe the existing and future public utility and community facilities and assess the future needs for government services related to these utilities and facilities. Upgrades and expansions to public utilities and facilities may be warranted for

a variety of reasons. In Richford, the following community facilities and utilities needs have been identified. See Table 4.5 for comments and recommendations.

Table 4.5: Forecasted Utilities and Community Facilities Needs

Facility/Utility	Need	Approximate Timeframe	Comments	Recommendations
Town Roads	Monitoring & Maintenance	Continuous	Town roads can be difficult to maintain because they require continues upkeep.	Develop a CIP, as recommended under Goal 4.1, and maintain roads based on CIP.
Curtis Lake County Park	Additional Land	Long-Term	Popular park for swimming.	Additional land is needed to more effectively develop and use the site.
Water Supply	Monitoring	Continuous	Town is served by private wells. Levels of harmful chemicals, like atrazine and nitrates, have been found in the groundwater of neighboring communities.	The Town should support the County and State efforts to monitor groundwater. See Chapter 5 for information.
Private on-site wastewater treatment systems (POWTs)	Monitoring	Short-Term	Meet the 2008 changes in the legislation.	Complete inventory of every POWT in the Town by 2011. By 2013 all POWTs will need to be apart of the same inspection program. Refer to state regulations for more information.
Transportation for the Elderly/Disabled	Expand/Monitor	Short-term	According to the Aging and Disability Resource Center, transportation remains an issue for this population within the county.	Support efforts by the Center to meet the needs of this population.
Residential Care Facilities	Expansion	Long-term	Waushara County's population continues to age. The Wisconsin Department of Health and Family Services regulates adult care facilities. According to their reports, the overall capacity for these facilities is 258 in the County.	The Town should consider supporting the expansion of these facilities to meet the needs of the population.

Immediate: as soon as possible

Short-Term: approximately 1-4 years in the future

Mid-Term: approximately 5-9 years

Long-Term: 10 or more years

5 Agricultural, Natural & Cultural Resources

Guiding Principle Statement: While the plan promotes and encourages certain types of development and land use, the ultimate decision rests with the Town Land Use Committee on a case by case basis.

5.1 Agricultural, Natural & Cultural Resources Chapter Purpose and Contents

This element includes a brief summary of existing agricultural, natural, and cultural resources followed by a series of goals, objectives, and recommendations to guide future preservation or enhancement activities in the Town of Richford. The element also provides a matrix of preservation programs that could be utilized to meet Richford's preservation objectives.

Recommendations were developed through the public participation process, and through review of the *Town of Richford Land Use and Development Plan (2002)*. These are the goals and objectives from the land use and development plan.

5.2 Summary of Existing Conditions for Agricultural, Natural & Cultural Resources

The following section identifies primary agricultural, natural, and cultural resources located in whole or in part within the Town of Richford as identified by the East Central Wisconsin Regional Plan Commission (ECWRPC). The community design element was developed by SAA. A complete listing of existing resources information can be located in the *Town of Richford Comprehensive Plan Volume Two: Existing Conditions Report*.

Agricultural Resources

- The highest percentage of land (soils) within the Town of Richford is classified as unique farmland. Unique farmland is defined as land other than prime farmland that is used to produce specific high-value food or fiber crops.

Natural Resources

Soils

- About 76% of the area in the Town is suitable for conventional systems; while another 10% is suitable for at-grade, in-ground pressure and mound systems.
- About half of the area within the Town (42.4%) has soils that are considered to have a very high suitability for building site development.
- Over one-third of the soils pose a slight risk to no limitations for septage spreading within the Town.

Geography and Topography

- Within the Town, land relief is approximately 200 feet, from a low of 850 feet above sea level near the Mekan River to a high of 1,050 in various locations throughout the western portion of the Town.

Water Resources

- Surface water drainage for the Town is predominately located entirely within Upper Fox River Basin.
- The Town is divided into two sub-watersheds: the Mekan River (Upper Fox River Basin) and the White River (Upper Fox River Basin).

- There are six lakes and/or impoundments found within the Town.
- There are six named river/stream in the Town; Mekan River, North Branch Wedde Creek, South Branch Wedde Creek, West Branch Little Pine Creek, Schudlack Creek, and Lunch Creek.
- Approximately 7.5% of land within the Town lies in a floodplain.
- Approximately 11% of the Town is classified as wetlands.
- A groundwater divide, located west and parallel to the topographic divide, cuts diagonally through Waushara County. It extends from County, through the Towns of Hancock and Coloma, the Village of Hancock, east of the Village of Plainfield to the Portage County line. East of this divide, groundwater moves southeasterly toward the Wolf and Fox Rivers. West of this divide groundwater moves westerly toward the Wisconsin River.
- Some private wells located in this area contain nitrate levels that are higher than the EPA Safe Drinking Water Act standards of 10 mg/L. Water sample tests from 1990 – 2001 revealed that three wells within the Town exceeded the 10 ppm threshold level for nitrate. For conversion purposes, 1 part per million (ppm) is the same concentration as 1 mg/L.
- The majority of homes within the Town are served by private wells.
- Although groundwater is found at varying depths throughout the area, the majority of groundwater in the Town is found in depths greater than six feet. Groundwater depths of less than two feet are found in about 14% (3,072 acres) of the land area, an additional 10.7% (2,384 acres) of the area has groundwater depths of 2 to 6 feet. Groundwater depths exceed 6 feet in 74.9% (16,623 acres). The remaining 0.6% (123 acres) in Richford has either no rating or is surface water. In general, there is a strong correlation between areas of high groundwater and wetlands.
- According to the Wisconsin Administrative Code, Chapter ATCP 30 Atrazine, Pesticides; Use Restrictions, atrazine prohibition areas have been established throughout Waushara County. In the prohibition areas no person can apply, mix or load any atrazine product, except under special conditions. The Town has no atrazine prohibition areas.

Woodland and Ecological Resources

- The entire Town falls within the Central Sand Hills ecological landscape.
- Woodlands comprise about 57% of the total land area in the Town.
- There are 9,378 acres of general woodlands and 3,176 acres of planted woodlands in Richford.
- In 2008, a total of 2,662 acres were actively managed with the Town under the MFL.

Parks, Open Space and Recreational Resources

- The WDNR owns approximately 2,733 acres within the Town.
- Mekan Springs was designated as a State Natural Area in 2002, and is situated in the bottom of a moraine depression.
- There are various State owned natural and wildlife areas within the Town, all of which are associated of the Mekan River Fishery Areas. Mekan River Fishery is composed of the Mekan River and three tributaries; Chaffee Creek (not within the Town of Richford), Wedde Creek and Little Pine Creeks.
- White River Fishery is composed of the White River and four high quality trout stream tributaries; Soules Creek, Lunch Creek (located within the northeastern portions of the Town) Bowers Creek and the West Branch of the White River.

Mineral Resources

- There is one active non-metallic mining site in the Town.
- There are no metallic mineral resource sites in the Town.

Solid and Hazardous Waste

- There are no abandoned landfill sites in the Town according to data obtained from Waushara County

Air Quality

- There are no areas in Waushara County which exceed the limits of the National Ambient Air Quality Standards (NAAQS) for ozone, particulates, or carbon monoxide.

Cultural Resources

- At present, no properties within the Town are listed on the National Register.
- A search of the DHP's on-line Architecture and History Inventory (AHI) indicates that a total of two properties are listed within the Town of Richford.
- There are no historical markers or museums in the Town.
- Traces of Native American existence are still in evidence today and include a camp site, village and a number of mound groups.
- The Town of Adario was created on December 23, 1853. In November 1855, the name was changed to Richford.
- In 2000, the most common ancestry identified by town and county residents was German. 45.6% of Town of Richford and 38% of Waushara County residents claimed German ancestry.
- The Town is home to several Amish Settlements.

Community Design

- A majority of the land in the Town is covered by woodlands, and there are also some areas in agricultural production. Development is spread throughout the community. Residential developments line some of the County Roads. Richford's topography is characterized by the rivers, streams, and some hills.

5.3 Agricultural, Natural & Cultural Resources Issues Identified Through the Planning Process

Supply and preservation of agricultural, natural, and cultural resources were some of the most important issues for the Town of Richford. The following issues were identified through the public participation process as primary concerns that should be addressed by this comprehensive plan.

Public Land

Because it detracts from the land that is available for local taxes, the amount of land owned by the Wisconsin Department of Natural Resources (WDNR) in the Town of Richford is an issue in the community. Improvements (buildings, houses, businesses) made upon the land are one of the ways that Towns can increase their tax base. The DNR compensates the Town with a one-time, modest fee, but once the land is bought there is less taxable real estate, and less land to sell to private investors.

Recreational Trails

There are many opportunities to create recreational trails throughout the Town and surrounding area. Residents are generally supportive of biking, hiking, and cross-country skiing in designated areas. A system of horseback trails already exists. There could be some opportunity for recreational development on private lands as well as DNR public lands.

Farm vs. Non-Farm Conflict

Agriculture is a contributor to the local economy and residents enjoy the bucolic vistas and rural landscapes that active agricultural lands provide. Despite a shared respect for agriculture, residents in the Town of Richford disagree on how to preserve farmland. Some think that regulating land divisions is the best way to protect active lands from sprawling developments, while others feel that landowners

should be allowed to self-regulate. Conversion of land from active agriculture to residential use is also a concern because new residential populations are sometimes unprepared for the smells and noises associated with rural living in actively farmed areas. The conversion of actively farmed lands also removes these parcels from agricultural production, often in perpetuity, which can alter the rural landscape.

5.4 Agricultural, Natural & Cultural Resources Goals, Objectives, and Recommendations

The following section identifies goals, objectives, and recommendations for the conservation and effective management of unique and valuable resources in the Town of Richford. The goals and objectives identify what should be accomplished, whereas the recommendations focus on identifying the action necessary to achieve the goals and objectives. Existing prerogatives were carried over from the *Town of Richford Land Use and Development Plan (2002)*.

Water Resources

Goal 5.1 The Town should work towards the protection and enhancement of its surface and groundwater resources. The citizen's survey ranked to the groundwater and surface water features the highest of any of the Town's natural resources in terms of importance, and therefore; the Town Board should make the protection of these resources a priority.

Objectives

- a. The Town should identify and manage potential surface water and groundwater contamination sources, including the impacts from new development. The amount, type, and location of existing or new development could have significant impacts on the quantity or quality of groundwater, therefore; the Town should take measures to ensure its protection
- b. The Town should protect existing wetland and floodplain areas from development. Wetland and floodplain areas are illustrated on Exhibits 5 and 6 and are incorporated into the Resource Protection Areas category on the Proposed Use Plan Map (Exhibit 3-2). These areas should be protected from new development as their functions directly relate to management of water quality and quantity.

Recommendations

5.1.1 The Town should continue to support existing County Shoreland Zoning regulations which protect surface water features from development. These areas consist of 100 foot building setback and 60 feet vegetative buffer along trout streams and 75 feet building setback and 35 feet vegetative buffer along lakes, and help reduce the entrance of contaminants to streams and lakes from contaminated runoff.

5.1.2 The Town should discourage any major subdivision within the shoreland area. Minor subdivisions should be considered on a case by case basis.

5.1.3 The Town should not allow new development in areas which are not suitable for accommodating on-site wastewater treatment systems. Based on soils information for the Town, these areas are typically associated with areas of high groundwater (< 3 feet) which are incorporated into Exhibit 3-2 as part of the Potential Resource Conflict Area. These areas should generally be protected from development due to the high potential for groundwater contamination. Currently, the Waushara County Sanitary Ordinance only allows for holding tanks on existing lots of record (as of 1987) and as a "last resort" replacement system. Even holding tanks should be discouraged in these areas due to the potential for failure or misuse.

5.1.4 The Town and County should support the development of new requirements for an evaluation of all on-site systems during property transfers. Current laws require evaluations of septic systems only when new bedrooms are added to a structure or the total floor area increases by 25% or more. Some private lenders may require inspections during a transaction; however, no minimum standards exist and it is not required by all lenders.

5.1.5 The Town should support state regulations on groundwater.

5.1.6 The Town should discourage any development proposal which would alter or degrade the existing wetland areas within the Town. The alteration of natural wetlands or their degradations should be minimized to ensure their functionality in terms of water quality and habitat. Only in cases where no alternatives exist, and with adequate mitigation plans in place, should such developments be recommended for approval.

5.1.7 The Town supports the County's 50 foot building setback.

5.1.8 The Town should discourage new development from locating within established 100-year floodplains. Development within floodplains can directly affect the functionality of these areas to provide shoreland habitat and to accommodate high water levels, which leads to the possibility of damage to structures. Typically, additional, expensive floodplain insurance is required for structures located within these areas. These areas are as part of the Resource Protection Area in Exhibit 3-2.

Woodlands & Wildlife Habitat

Goal 5.2: The Town should promote and support the protection and wise management of existing commercial and non-commercial woodlands in order to protect and improve wildlife habitat and rural character within the Town. Woodland areas not only contribute much to the overall rural character of the Town, but also provide opportunities as a commercial and recreational resource. The protection and management of these areas, from both aesthetic and economic perspectives, is vital to the Town achieving its vision.

Objective

- a. To consider the impact of new development on identified woodlands and wildlife habitats.

Recommendations

5.2.1 A woodland management plan should be required for all major and minor subdivision plats. Such plans should identify any unique stands of trees and encourage preservation or mitigation to minimize the impacts of development.

5.2.2 The Town should encourage existing and future woodlot owners to utilize "best management practices" on their properties. Various management activities and practices can be applied to existing woodlands even if a single house is located on the property. The Town should encourage that landowners take these areas into consideration when planning for development or any other use.

5.2.3 The Town should encourage woodlot owners to educate themselves on various state woodland management programs and services, including negotiating with commercial harvesters. Private landowners can benefit from improved woodland health and habitat value by voluntarily employing management techniques on their property(ies).

Historic/Archeological/Cultural Resources

Goal 5.3 The Town should preserve and protect important cultural, historical, and archeological sites in the Town. Such localized resources are, in fact, present within the Town and are considered to be irreplaceable. These resources contribute much to the history of the Town and Waushara County and should be protected from the impacts of development.

Objective

- a. To identify existing historic and archeological sites within the Town in order to better consider their protection in the development approval process.

Recommendations

5.3.1 The Town should encourage Waushara County to develop a system which notifies existing, or new, landowners of known sites on, or near, their property. Information regarding these sites is often deemed as 'sensitive' in nature due to the potential for vandalism. However, the County should, in certain circumstances, support the release of appropriate information to the Town and landowner which would further protect the resource from development impacts.

5.3.2 The Town should work with Waushara County to develop new regulations which enhance and complement existing state laws (Wisconsin State Statutes, Chapter 44) which protect these sites.

Aesthetic Resources

Goal 5.4 The Town should work to ensure that the scenic nature of the Town be preserved or enhanced.

Objective

- a. New development should be visually compatible with the rural character of the community. The overall rural atmosphere provided by the Town's natural resources and farming community was rated very high by the citizen's survey. In order to achieve this, the Town should consider various methods to ensure that new development is visually compatible with its surroundings.

Recommendations

5.4.1 The Town should work with the County and the UW-Extension office to develop an information packet which would be distributed to new landowners and area realtors. This packet would contain basic information about the Town and County as well as suggestions on architectural designs and materials, or building site locating and landscaping tips which would make new homes blend into the surroundings.

5.4.2 The Town should review and encourage consistent enforcement of current regulations regarding accessory uses, junk cars, etc., which would degrade its aesthetic resources.

Agricultural Uses & Farmland Preservation

Goal 5.5 The Town should work to preserve the agricultural heritage of the community and protect important farmland areas. Not only is agricultural an important part of the history and economy of the Town, but it also contributes to its overall rural character. The Town feels it should be a priority to encourage the protection of its remaining, productive agricultural lands and uses. Additionally, the Town should continue to allow for the development of related agricultural processing and finishing operations and these operations should not be considered as industrial or manufacturing facilities.

Objectives

- a. The Town should encourage the preservation of its most productive soils and farming operations. Identifying and protecting the Town's existing resources that are the basis of the current local farming economy is essential to achieving its overall vision.
- b. The Town should take measures to ensure that existing agricultural and residential land uses are not in conflict with one another, and that new development does not disrupt the existing agricultural community.
- c. To support the expansion or consolidation of existing farmsteads in order to keep local families and their operations economically viable. In recent years, economic and social changes have required that farming operations expand in size and scale. Such opportunities should be made available to the Town's existing operations so that the agricultural nature of the community can continue to exist.
- d. The Town should play an active role in supporting the agricultural and forestry industries within the community and ensure that the Town's local representatives have an opportunity to voice their concerns. It is commonplace to hear the concerns of the farming community in the newspaper or at the local restaurant, however; many of these concerns, or potential ideas for solutions, never reach the local elected officials. Similarly, many communities have not taken an active role in seeing that these local concerns are addressed at a county, regional, or state level. The Town needs to ensure that its agricultural community has an opportunity to voice their concerns regarding land use issues to the Town Board which may, in turn, be channeled to appropriate county or state agencies.

Recommendations

5.5.1 The Town should identify all "important" farms and properties which remain in its boundaries based on objective criteria. Any lands that meet the definition of a farm under Wisconsin State Statutes, Chapter 91, and has "prime", "unique", or soils of "statewide significance" (as defined by Waushara Co. Land Conservation Department) should be included on this list. Based on the personal knowledge of the Committee and GIS tax parcel and soils mapping for the Town, these farms were preliminarily identified and are shown on Exhibit 8-3 as the 'developed' area associated with existing farm operations in the Town.

5.5.2 The Town should discourage new development in areas of prime or unique farmlands. The Town's most productive soil types relate closely to the ownership patterns of 'important' farms and should be protected from the impacts of new, non-farm development within the Town. Lands to be protected have been generalized on Exhibit 8-3 as Agricultural Preservation Areas and are based on contiguous parcels of land at least 35 acres in size which are owned by 'important' farms. Although it may not be possible to protect all of this land from development, the Town should at least ensure that non-farm development is sited correctly to allow for continued, or future agricultural use on the property.

5.5.3 The Town should support existing, and encourage the development of new, financial incentives at local, county, and state levels for "important farms". Such incentives could range from simple property tax rebates/reductions for such lands to the development of a voluntary purchase of development rights program funding by a dedicated, marginal town-wide property assessment. The Town's officials and residents should keep in touch with local land trust organizations and existing state agencies to learn more about such options.

5.5.4 Should an "important farm" cease to operate, the land associated with it should not be subjected to any more or less regulation than other land uses.

5.5.5 The Town should require that appropriate "buffer zones" be established between new rural, residential development and existing farm operations to minimize land use conflicts. Development

adjacent to existing farming operations can cause land use conflicts. The Proposed Land Use Plan (Exhibit 3-2) illustrates two distinct areas where such conflicts are most likely to occur and uses the previously mapped 'important' farms/farmland. 'Potential Agricultural Use Conflict Areas' were identified based on parcels which were immediately adjacent to an Agricultural Preservation Areas. Potential Farm Building Site Conflict Areas represent a 1,000 foot buffer from existing 'important' farms. These areas should not exclusively restrict development, however; the Town should take additional measures to review the proposed development and its siting aspects to ensure that no conflicts between uses will result. Conversely, the Town should also review the expansion of existing farmsteads into these areas as a similar potential for conflict with existing residential uses.

5.5.6 The Town should encourage existing and new farming operations to utilize best management practices which improve the environment and reduce the potential for conflicts with existing residential uses.

5.5.7 Town officials and residents should become adequately prepared and educated to address the potential for future large scale expansion or consolidation of existing farmsteads. Many pros and cons of large (factory) farm facilities exist and are very dependent on their proposed location and the concerns of nearby residents. Significant beneficial impacts related to economics may result within the Town if they are accommodated; however, the Town should be prepared to deal with regulatory and environmental protection aspects of such operations.

5.5.8 The Town should communicate with regional and statewide associations to ensure that State funds are used appropriately to help the "small family farm" versus large, out of state corporations.

5.5.9 The Town should invite all operators/owners of "important farms" to a Town Board meeting on an annual basis to discuss matters of mutual concern (i.e., land use planning, utilities, conflicts, transportation concerns, etc.)

RECREATION / OPEN SPACE / PUBLIC LANDS

Goal 5.6 The Town should ensure that its residents and visitors have adequate, convenient access to its diverse recreational resources and encourage the well-planned expansion of this system. Although 30 percent of the survey respondents felt that there were sufficient recreational facilities in the Town, other related questions indicated a need for new, or expanded, facilities, including additional 'passive' facilities (45.9%), and 'off-road, multi-use trails' (45.9%). As additional development occurs in the future, this need will likely increase.

Objectives

- a. The Town of Richford should communicate closely with the WDNR regarding recreational uses and land purchases within the Town.
- b. The Town should encourage the preservation of open space.

Recommendations

5.6.1 The Town should request that the WDNR improve trespassing enforcement and restrict public hunting activities to lands which have the least conflict with existing residents. Many concerns regarding trespassing and lack of enforcement during hunting seasons have been noted during the development of the plan. Future residential development and increased uses in recreational properties may cause additional conflicts if not addressed.

5.6.2 The Town should scrutinize future purchases of land by the WDNR to ensure consistency with the objectives of the land use plan.

5.6.3 The Town and the WDNR should consistently notify one another of proposed land use or recreational use changes.

5.6.4 The Town should encourage landowners to become educated about, and work with, local Land Trust organizations as a method of permanently preserving agricultural, woodland, wildlife habitat, and other open space areas. Such voluntary efforts not only protect open space, but may also have beneficial financial impacts for the landowner and neighbors.

5.6.5 The Town should seek out grants or other cost-shared funding opportunities to preserve open space or expand public park lands.

5.6.6 The Town should periodically include flyers in tax billings which remind landowners that they can make tax-deductible donations of cash or land to the Town, which would be used for recreational purposes.

5.5 Agricultural, Natural & Cultural Resources Programs

The following section identifies programs for the enhancement or preservation of agricultural, natural, or cultural resources in the Town of Richford. A complete listing of programming information can be located in the *Town of Richford Comprehensive Plan Volume Two: Existing Conditions Report*.

Agriculture Resources			
National			
Program	Department	Description	Contact Information
Conservation Reserve Program / Conservation Reserve Enhancement Program	NRCS/FSA	Allows landowners to enroll agricultural lands into various land conservation management practices. Has support of government partnerships.	http://www.nrcs.usda.gov/Programs/crp/ http://www.fsa.usda.gov/FSA/webapp?area=home&subject=copr&topic=cep
Environmental Quality Incentives Program	NRCS	Promotes agricultural production and environmental quality and compatible goals.	http://www.nrcs.usda.gov/Programs/eqip/
USDA Farmland Protection Policy Act	NRCS	Maintains prime farmland in agricultural use through agricultural conservation easements.	http://www.nrcs.usda.gov/programs/fppa/
For Forestry-related programs, see Natural Resources			
State			
Program	Department	Description	Contact Information
Wisconsin Farmland Preservation Program	DATCP	Preserves farmland through local planning and zoning; promotes social conservation; tax relief.	http://www.datcp.state.wi.us/arm/agriculture/land-water/conservation/pdf/2007FPPSummaryMaps.pdf
Farmland Tax Relief Credit Program	WDR	Provides tax relief to all farmland owners with 35 or more acres.	http://www.dor.state.wi.us/faqs/ise/farm.html

Wisconsin Pollutant Discharge Elimination Systems Permits	WDNR	Regulates agricultural operations which discharge into local surface waters.	http://www.dnr.state.wi.us/org/water/wm/ww/
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Natural Resources

National

Program	Department	Description	Contact Information
Wildlife Habitat Incentives Program	NRCS	Voluntary program that is used to develop or improve wildlife habitat on privately owned land.	http://www.nrcs.usda.gov/Programs/whip/
Wetland Reserve Program	NRCS	Provides financial and technical assistance to private landowners to restore, protect, and enhance wetlands.	http://www.nrcs.usda.gov/PROGRAMS/wrp/
Forest Land Enhancement Program	FS	Aids landowners in the application of sustainable forestry management on private lands.	http://www.fs.fed.us/spf/coop/programs/loa/flep.shtm

State

Program	Department	Description	Contact Information
Forest Crop Law and Managed Forest Law	WDNR	Encourages the growth of future commercial crops through sound forestry practices.	http://dnr.wi.gov/forestry/feeds/faqsFull.asp?s1=ForestTax&s2=MFL&inc=ftax
Wisconsin Forest Landowner Grant Program	WDNR	Assists private landowners in protecting and enhancing their woodlands.	http://dnr.wi.gov/forestry/private/financial/wflgp.htm
Partners for Fish and Wildlife	FWS	Provides financial and technical assistance to private landowners to restore, protect, and enhance wildlife.	http://www.fws.gov/midwest/WisconsinPartners/

Cultural Resources

National

Program	Department	Description	Contact Information
Federal Historic Preservation Credit	WHS	Returns 20% of the cost of rehabilitating historic buildings to owners.	http://www.wisconsinhistory.org/hp/architecture/iptax_credit.asp

State

Program	Department	Description	Contact Information
Wisconsin Historical Society	WHS	Provides funds to conduct surveys to identify and evaluate historical resources and other key services.	http://www.wisconsinhistory.org/
Wisconsin Supplemental Historic Preservation Credit	WHS	Returns an additional 5% of the cost of rehabilitation to owners as a discount on State income taxes.	http://www.wisconsinhistory.org/hp/architecture/iptax_credit.asp

25% State Income Tax Credits	WHS	Used for the repair and rehabilitation of historic homes in Wisconsin.	http://www.wisconsinhistory.org/hp/architecture/tax_credit.asp
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6 Economic Development

Guiding Principle Statement: While the plan promotes and encourages certain types of development and land use, the ultimate decision rests with the Town Land Use Committee on a case by case basis.

6.1 Economic Development Chapter Purpose and Contents

This element includes a brief summary of existing economic development resources and opportunities followed by a series of goals, objectives, and recommendations to guide the stabilization, retention, or expansion of local economic opportunity in the Town of Richford. The element also provides a description of the types of businesses or industries desired in the community, and Richford's strengths and weaknesses for attracting or retaining these businesses.

Recommendations were developed through the public participation process, and through review of the *Town of Richford Land Use and Development Plan (2002)*. These are goals and objectives that were developed as part of the community management plan.

6.2 Summary of Existing Conditions for Economic Development

The following section identifies primary economic development resources located in whole or in part within the Town of Richford as identified by the East Central Wisconsin Regional Plan Commission (ECWRPC). A complete listing of existing resources information can be located in the *Town of Richford Comprehensive Plan Volume Two: Existing Conditions Report*.

Educational Attainment

- A higher percentage of residents in the Town of Richford (41.7%) received high school diplomas than the State of Wisconsin (34.6%), as their highest level of education.

Labor Force

- Labor force growth rates for Waushara County (29.4%) and the Town (31.8%) exceeded the state's 14% growth rate between 1990 and 2000.

Economic Base Information

- Agriculture, forestry, fishing and hunting, and mining (20.8%), manufacturing (19.2%), and construction (13.3%) industries employed over half (53.3%) of workers in the Town in 2000.
- The top three occupations for Town workers in 2000 were management, professional, and related occupations (28.3%), sales and office (19.6%), and production, transportation, and material moving occupations (19.2%).

Travel Time to Work

- On an average, residents from the Town of Richford, Waushara County and the state spent less than 30 minutes traveling to and from work in 1990.
- In 1990, average commute times for residents was 24.8 minutes in the Town of Richford. In 2000, the time increased to 30.6 minutes.

Location of Workplace

- More than three fourths of Town residents worked within the County in 1990 and in 2000.
- About 42% of workers found employment locally, working in the Town and the City of Wautoma.

Employment Forecast

- It is anticipated that the largest increases will be seen in the education and health services sector. While the state is expected to see the highest increases in this area, employment opportunities in Waushara County may differ.

Industrial Park Information

- There are no industrial parks in the Town.

Business Retention and Attraction

- Tri-County Regional Development Corporation (TCREDC) is a partnership between Waushara County and Marquette and Green Lake counties.
- The Waushara County Economic Development Corporation, run by a board of volunteers, is working to foster new business development, and support and sustain existing businesses throughout the county.
- Business attraction involves the promotion of community assets.
- Business retention is very important in that it is a relationship building effort between the community and already present local businesses.

Economic Strengths and Weaknesses

- Economic strengths generally include the Town of Richford's location, the Mekan Springs State Fishery Area and other natural areas, open space and recreational opportunities, prime agricultural soils, and a strong agricultural economy. Weaknesses include low population density and lack of economic diversity.

Commercial and Industrial Design

- Site review procedures and design standards can be used to improve the quality of design and to promote the individual identity for a community.

Infill and Brownfield Redevelopment

- The Wisconsin Department of Natural Resources Bureau of Remediation and Redevelopment maintains a listing of Brownfield's and contaminated sites. This website lists six entries for the Town of Richford in Waushara County.
- All sites listed in Richford are either closed, historic or listed as No RR Action required.

6.3 Economic Development Issues Identified Through the Planning Process

Economic development for many towns means maintaining the ability of farmers to continue to work the land while ensuring there is a support system which maintains access to goods and services that sustain active agricultural pursuits. The following economic development issues were identified through the public participation process as primary concerns that should be addressed by this comprehensive plan.

Home-Based Businesses

A small, yet significant component of the local economy is home-based businesses. This allows entrepreneurs to experiment with their businesses within the confines of their homes and without having to incur extra costs for overhead. Residents of the Town of Richford are supportive of allowing home-based businesses in the community.

Economic Growth

Residents in Richford said that having more businesses in the Town would be beneficial to increasing the local tax base, but there is a lack of demand. The employment and consumer needs of a majority of Town members are met by services located in nearby community. The local Amish community has developed a number of small businesses. Even though these businesses are not taxable, they contribute

to economic activities in the town. Residents seemed to feel that some types of economic growth and development might detract from the quality of life in the community.

Employment Opportunities

Even though agriculture is a key component to the local economy, there is not enough work to sustain many people year round. Parallel industries may thrive, but the lack of diverse employment opportunities is a hindrance. There are few job opportunities for young people who are looking for employment upon college graduation.

6.4 Strengths and Weaknesses for Economic Development

Wisconsin State Statutes require that this element discuss the strengths and weaknesses of Richford to attract, retain, and build economic capacity. The following descriptions summarize the types of industries or businesses desired within the Town, and the assets and liabilities for growing or maintaining these economic opportunities.

Kinds of Businesses Desired

Small businesses should be encouraged to develop and prosper. Agriculture and related operations should continue to be a key component within the local economy. Eco-tourism and the development of recreational opportunities have and should continue to support local economic activities.

Strengths

- Access to STH 21 and the I-39 corridor
- Natural areas, open space, and recreational opportunities, particularly hunting and fishing
- Prime agricultural soils
- Strong agricultural economy
- Mecan River State Fishery Area, pristine area for trout fishing

Weaknesses

- Lack of diversity in economic base
- Lack of population density is a deterrent for service and retail businesses
- Distance from urban centers

6.5 Economic Development Goals, Objectives, and Recommendations

The following section identifies goals, objectives, and recommendations for growing or sustaining economic development resources in the Town of Richford. The goals and objectives identify what should be accomplished, whereas the recommendations focus on identifying the action necessary to achieve the goals and objectives. Existing prerogatives were carried over from the *Town of Richford Land Use and Development Plan (2002)*.

INDUSTRIAL USES

Goal 6.1 Direct new industrial development to areas which provide adequate levels of service to support these uses. The Citizen's survey overwhelmingly spoke against the development of new, small and large scale industries within the town, particularly those which would affect the Town's natural resource base. By directing such development to areas with adequate infrastructure which is often necessary to prevent environmental concerns, will ensure that the Town achieves its vision of being rural community.

Objectives

- a. The Town should discourage the development of new industrial uses within its boundaries.
- b. The Town should direct new non-metallic mining activities to appropriate areas to minimize potential land use conflicts and to ensure that they do not negatively impact residents and

landowners. The geology of the Town lends itself to being a prime source of aggregate and sand materials for construction. These resource areas should be managed wisely as an inexpensive source of material for public and private development and maintenance projects. Potential new mining uses should also be required to adequately prevent conflicts with existing residences and environmental resources.

Recommendations

6.1.1 The Town should support the development of industries in the City of Wautoma and Village of Coloma which have more adequate infrastructure to accommodate such development. New industries which locate in these communities will also provide additional opportunities for local employment.

6.1.2 The Town should be notified of, and have the opportunity to give input on, any new industry locating in an adjacent, or nearby, community which may negatively affect the provision of local services or have impacts on the existing natural resource base.

6.1.3 The Town should request that the Waushara County Sheriff's Department modify its existing Noise Ordinance to include blasting activities, particularly with regard to prior notification of adjacent property owners.

6.1.4 The Town should support County efforts to administer NR 135.

6.1.5 The Town encourages the County to continue to notify local governments of any new non-metallic mining reclamation plans.

COMMERCIAL USES

Goal 6.2 The Town should not discourage any particular type of commercial development, but should work to assess the impacts of any proposed development on a case by case basis, and direct it to the most appropriate area. Only 20 percent of the respondents in the Citizen's Survey felt that there was a sufficient amount of commercial development within the Town, while 60 percent felt that if more were allowed, it should be located in certain areas.

Objectives

- a. To direct new commercial development to the unincorporated community of Richford, or to lands along the STH 21 corridor.
- b. To support the creation of additional "home-based" businesses which meet market demands and do not detract from the Town's rural character.

Recommendations

6.2.1 Priority should be given to locate these requests adjacent to existing commercial uses to avoid and minimize land use conflicts.

6.2.2 If commercial developments are approved along STH 21, the Town should work with WisDOT regarding new highway access points. WisDOT oversees access to all State highways under Wisconsin Administrative Code, Trans 233 which establishes requirements for land divisions occurring along a state highway and defines restrictions that must be followed when developing lands.

6.2.3 The Town should work with Waushara County to assess current zoning requirements to promote home based businesses which complement the community. Items for consideration should include:

- Allowance in other zoning districts
- Distance from existing residences
- Intensity of use

- Number of employees

6.6 Economic Development Programs

There are a number of economic development programs available in Waushara County, the region, and the state. While the scope and magnitude of many of these programs is beyond the capacity of the Town, application of economic development programs administered at other levels of government could be utilized locally to help achieve Richford's goals and objectives. A complete listing of available programs is available in the *Town of Richford Comprehensive Plan Volume Two: Existing Conditions Report*.

7 Intergovernmental Cooperation

7.1 Intergovernmental Cooperation Chapter Purpose and Contents

This element includes a brief summary of existing intergovernmental agreements followed by a series of goals, objectives, and recommendations to guide the development of future cooperative opportunities for the Town of Richford.

Recommendations were developed through the public participation process, and through review of the *Town of Richford Land Use and Development Plan (2002)*. Goals and objectives related to intergovernmental cooperation developed as part of the community management plan have also been included in this comprehensive plan. New goals, objectives, and recommendations were added where identified through the public participation process or in areas necessary for compliance with Wisconsin's comprehensive planning law.

7.2 Summary of Existing Conditions for Intergovernmental Cooperation

The following section identifies primary intergovernmental cooperative agreements that may affect the Town of Richford as identified by the East Central Wisconsin Regional Planning Commission (ECWRPC). A complete listing of existing resources information can be located in the *Town of Richford Comprehensive Plan Volume Two: Existing Conditions Report*.

Adjacent Local Governments

- The Town of Richford shares its borders with the towns of Coloma, Hancock, Deerfield, Wautoma and Dakota in Waushara County. In addition, it shares its borders with the towns of Newton, Springfield and Crystal Lake in Marquette County.

School Districts

- The Town is served by both the Westfield School District and the Wautoma Area School District.

Local and County Community Facilities

- Due to the rural nature of Waushara County, in the Town of Richford, fire service is shared jointly between neighboring communities as well as provided through agreement with the county.
- Police protection for the Town of Richford and the other communities within Waushara County is provided by the Waushara County Sheriff's Department that dispatches officers from the City of Wautoma.
- The Town of Richford receives fire protection from the Wautoma Area Fire District and the Coloma Area Fire Department. Emergency medical services for the majority of the county are provided by the Waushara County EMS.
- The Town of Richford Community Center is located in the unincorporated Village of Richford. The town utilizes the community center for elections, private parties, town fundraisers and town meetings. The Richford Community Association is responsible for the maintenance of the building and grounds and schedules events that are held in the building.

Extraterritorial Areas

- The Town of Richford is not directly adjacent to any incorporated communities.

Existing Relationships with Waushara County

- The Town has adopted county zoning. The County also enforces regulations pertaining to land divisions and private on-site wastewater treatment systems.

- Communities work with the various county departments to coordinate road construction and maintenance, solid waste and recycling efforts, senior citizen and other social services, and park and recreational facilities and programs.

Existing Regional Relationships

- The Town of Richford is located in Waushara County, which is a member of the East Central Wisconsin Regional Planning Commission.

Existing State Relationships

- The Wisconsin Department of Natural Resources develops a variety of regional planning initiatives to protect natural and environmental resources in the Town. The Department also provides programming for environmental preservation and recreational facilities development.
- The Wisconsin Department of Agriculture, Trade, and Consumer Protection oversees a variety of programs that are vital to maintaining a healthy agricultural and commercial economy in Waushara County and the Town.

7.3 Intergovernmental Cooperation Issues Identified Through the Planning Process

Intergovernmental cooperation is an essential component of the comprehensive plan. Building relationships between public, quasi-public, and private entities can increase service efficiencies and capabilities that will provide the Town of Richford with better services. The following intergovernmental cooperation issue was identified through the public participation process as primary concerns that should be addressed by this comprehensive plan.

WDNR Owned Lands

Many communities in Waushara County contain large tracts of land owned by the Wisconsin Department of Natural Resources. Some communities feel there is too much DNR owned land in their community. This concern stems from the fact that once the land is purchased by the state, it reduces the amount of taxable acreage used to support services provision. In turn, property taxes on other property owners may increase. There is also some concern that these parcels are not properly managed.

7.4 Existing or Potential Conflicts and Process to Resolve Conflicts

Wisconsin's comprehensive planning law requires that the Intergovernmental Cooperation Element identify existing or potential conflicts between the Town and other governmental units, including school districts, and describe processes to resolve such conflicts.

Existing or Potential Conflicts

There have been no existing conflicts identified. The Town is content with a majority of current service provision provided through Waushara County. However, should service delivery fail to meet service expectation, Richford should seek to communicate formally with the providers in an effort to discuss service gaps and identify solutions.

Process to Resolve Conflicts

Waushara County encourages towns, villages, and cities to coordinate with each other and the County on planning efforts. The intergovernmental cooperation element is intended to avoid and minimize potential conflicts though conflicts may still occur. When conflicts arise, there are several techniques available for dispute resolution. Dispute resolution techniques can be broken into the following two categories:

1. Alternative dispute resolution techniques such as negotiation and mediation.
2. Judicial and quasi-judicial dispute resolution techniques such as litigation and arbitration.

In the event that a conflict does occur, utilization of an alternative dispute resolution process will be encouraged in an effort to avoid costly and lengthy litigation. If these efforts are unsuccessful, facilitated negotiation utilizing a Dispute Resolution Panel may be used, followed by mediation. Arbitration and litigation are the remaining stages and tend to be slower and more costly than the foregoing stages.

Dispute resolution techniques are usually used to resolve conflicts and tense situations, but they can also be used to avoid them. It may be easier in the long run to prevent disputes, thus avoiding the time, trouble, and expense of resolving the dispute by maintaining open communication.

7.5 Intergovernmental Cooperation Policies

The following policies have been identified by the Town of Richford for coordinating with school districts and adjacent or other local governments for siting, building, and sharing public services.

School Districts

The Town of Richford will coordinate with the Westfield School District and the Wautoma Area School District for siting and building public facilities and sharing public services.

Local Governments

The Town of Richford will coordinate with adjacent and other local governments for siting and building public facilities and sharing public services whenever feasible.

7.6 Intergovernmental Cooperation Goals, Objectives, and Recommendations

The following section identifies goals, objectives, and recommendations to guide the future development of various cooperative practices and agreements. The goals and objectives identify what should be accomplished, whereas the recommendations focus on identifying the action necessary to achieve the goals and objectives. Wherever possible, existing prerogatives were carried over from the *Town of Richford Land Management Plan (2002)*.

Goal 7.1 The Town should seek ways to improve intergovernmental coordination and citizen participation on land use, recreational and transportation related decisions.

Objectives

- a. Support positive working relationships among local agencies.
- b. Identify events and programs that bring groups together to improve facilities.

Recommendations

7.1.1 The Town should encourage the involvement and participation by the WDNR at local meetings regarding land use issues.

7.1.2 The Town should develop procedures to ensure that neighboring communities are notified of land use changes within 300 feet of the Town boundary. Conversely, the Town should request that neighboring Towns and Counties submit notices regarding proposed land use changes within 300 feet of the Town of Richford.

7.1.3 The Town should work with WisDOT regarding its continued safety concerns at the intersection of STH 21 and CTH B.

7.1.4 The Town should work with the WDNR to address recreational parking issues.

7.1.5 The Town should maintain contact with Waushara County and the Wisconsin Department of Transportation to ensure coordination on regional or statewide transportation issues which may affect the Town.

7.1.3 The Town should work with WisDOT regarding its continued safety concerns at the intersection of STH 21 and CTH B.

7.1.4 The Town should work with the WDNR to address recreational parking issues.

7.1.5 The Town should maintain contact with Waushara County and the Wisconsin Department of Transportation to ensure coordination on regional or statewide transportation issues which may affect the Town.

8 Land Use

8.1 Land Use Chapter Purpose and Contents

This element includes a brief summary of existing land use conditions and trends followed by a series of goals, objectives, and recommendations to guide the future development and redevelopment of public and private property in the Town of Richford. The element also contains an analysis of opportunities for redevelopment and existing or potential land use conflicts. It concludes with a twenty-year future land use plan.

8.2 Summary of Existing Conditions

The following section identifies a summary of existing land use conditions and trends for the Town of Richford as identified by the East Central Wisconsin Regional Planning Commission (ECWRPC). A complete listing of existing resources information can be located in the *Town of Richford Comprehensive Plan Volume Two: Existing Conditions Report*.

Existing Land Use

- The Town of Richford existing land use map was last updated by the Town in 2001.
- The land use categories are agricultural, residential, commercial, industrial, transportation, utilities/communications, institutional facilities, recreational facilities, water features, woodlands and other open land.
- The Town of Richford encompasses approximately 22,202 acres. Almost six percent (5.7%) of the total area is developed.
- Overall, woodlands account for about 59 percent (58.6%) of the total land use, while cropland (irrigated and non-irrigated) makes up another 21 percent (20.9%).

Zoning

- The Town of Richford utilizes Waushara County Zoning.
- The predominant zoning district in the Town is “General Agriculture” (89.5%).

Land Use Trends

- According to data collected by ECWRPC, the percentage change of residential, commercial, institutional and industrial acreages increased and the percentage of parks and cropland acreages decreased between 1980 and 2001.
- ECWRPC data is verified by WI Department of Revenue estimates showing residential and commercial acreages are increasing, while agricultural acres are decreasing.

Table 8.1: Town of Richford Existing Land Use, 2001

Land Use	Total Acres	% Land Developed	% of Total
Single-Family Residential	225	17.9%	1.0%
Farmstead	280	22.2%	1.3%
Multi-Family Residential	1	0.1%	0.0%
Mobile Home Parks	0	0.0%	0.0%
Industrial	8	0.6%	0.0%
Recreational Facilities	8	0.7%	0.0%
Commercial	12	1.0%	0.1%
Institutional Facilities	118	9.4%	0.5%
Utilities	1	0.0%	0.0%
Transportation	608	48.2%	2.7%
Total Developed	1287	100.0%	5.7%
Non-Irrigated Cropland	2,633		11.93%
Irrigated Cropland	1,987		9.0%
Planted Woodlands	3,176		14.3%
Unplanted Woodlands	9,831		44.3%
Active Quarry	8		0.0%
Other Open Land	3,165		14.3%
Water Features	139		0.6%
Total Acres	22,202		100.0%

Residential Density and Intensity

- Between 1990 and 2000, residential densities increased throughout the county, state, and the Town of Richford. During this time period, residential densities increased by about 15 percent from 7.06 units per square mile to 8.13 units per square mile in the Town of Richford.
- When comparing the number of residential properties to the amount of land classified as single-family (including farmsteads, duplexes, and mobile homes), a single-family intensity of less than 1 unit per acre was recorded for the Town in 2001 (285 units on 505.54 acres).

Land Demand and Pricing

- According to the Department of Administration (WI), between 1990 and 2007, 82 net units were added within the Town of Richford. This averages to about 4.6 units per year (units/yr).
- The Wisconsin Department of Revenue (DOR) annually reports equalized value by real estate class per municipality in Wisconsin. Overall, both the Town of Richford and Waushara County experienced steady increases in land value between 1998 and 2008. During this time period, the value of land in the Town of Richford increased by 112 percent, while land values in the County went up by 103 percent.
- From 2006 to 2008, the Town's land value (23.6%) increased at a noticeably greater rate than the County (19.8%), indicating that land in the town is appreciating more rapidly.
- State of Wisconsin housing statistics provided by the Wisconsin Realtors Association show that median sale price in Waushara County increased from \$81,800 in 1998 to \$105,000 in 2008. This represents a 28 percent increase.

8.3 Opportunities for Redevelopment

Like many rural communities, the Town of Richford does not have an urban center where a variety of services are provided and opportunities to redevelop non-residential properties exist. However, the unincorporated hamlet of Richford located on CTH B south of STH 21 does provide an area where redevelopment of property is most likely to occur. The vast majority of the town consists of a variety of residential homes and working farms.

8.4 Existing or Potential Land Use Conflicts

Throughout the Town, there are single-family residences and small commercial operations. The only potential land use conflict is the active quarry operation located in the town. This use tends to produce noise and heavy-vehicle traffic though no conflicts were identified as part of the planning process.

8.5 Land Use Goals, Objectives, and Recommendations

The following section identifies goals, objectives, and recommendations to guide the future development and redevelopment of public and private property in the Town of Richford. The goals and objectives identify what should be accomplished, whereas the recommendations focus on identifying the action necessary to achieve the desired outcome. Existing prerogatives were carried over from the *Town of Richford Land Use and Development Plan (2002)*. It should also be noted a vast majority of programs and policies related to land use controls have already been identified in other elements of this plan. For example, land use regulations concerning residential development were discussed in the Housing Element (Chapter 2), and regulations for the siting and development of commercial and industrial uses were discussed in the Economic Development Element (Chapter 6).

Goal 8.1 The Town should ensure that its residents and visitors have adequate, convenient access to its diverse recreational resources and encourage the well-planned expansion of this system.

Objectives

- a. The Town of Richford should communicate closely with the WDNR regarding recreational uses and land purchases within the Town.

- b. The Town should encourage the preservation of open space.

Recommendations

8.1.1 The Town should request that the WDNR improve trespassing enforcement and restrict public hunting activities to lands which have the least conflict with existing residents. Many concerns regarding trespassing and lack of enforcement during hunting seasons have been noted during the development of the plan. Future residential development and increased uses in recreational properties may cause additional conflicts if not addressed.

8.1.2 The Town should scrutinize future purchases of land by the WDNR to ensure consistency with the objectives of this comprehensive plan.

8.1.3 The Town and the WDNR should consistently notify one another of proposed land use or recreational use changes.

8.1.4 The Town should encourage landowners to become educated about, and work with, local Land Trust organizations as a method of permanently preserving agricultural, woodland, wildlife habitat, and other open space areas. Such voluntary efforts not only protect open space, but may also have beneficial financial impacts for the landowner and neighbors.

8.1.5 The Town should establish a method to collect funds, in an amount to be determined at its annual meeting, that would be placed in a segregated account for the specific purposes of acquiring additional local park lands.

8.1.6 The Town should seek out grants or other cost-shared funding opportunities to preserve open space or expand public park lands.

8.1.7 The Town should periodically include flyers in tax billings which remind landowners that they can make tax-deductible donations of cash or land to the Town to be used for recreational purposes.

Goal 8.2: The Town should implement the recommendations contained within this comprehensive plan.

Objectives

- a. The Town should adopt regulations which implement the land use plan for the good of the community while still allowing for flexibility in specific development situations.
- b. The Town should closely monitor the implementation of this plan's recommendations to ensure that they are being followed, or to recommend modifications, as necessary to better meet the intent of the plan.

Recommendations

8.2.1 The Town should ensure that its citizen's and landowners are, at a minimum, meeting the existing codes and regulations pertaining to land use and environmental resources. This includes adhering to policy identified in elements 1-9 of this comprehensive plan.

8.2.2 The Town should consider the individual rights of landowners when assessing development proposals while encouraging development that fits in, and benefits, the community as a whole.

8.3.3 The Town should continue to work to modify existing subdivision regulations to require that any land division be approved by both the Town and County prior to being recorded by the Register of Deeds office. This would ensure that the potential development of the site occurs in accordance with this comprehensive plan.

8.4.4 The Town should place an item on the agenda for its annual meeting to discuss the content and implementation progress of this comprehensive plan. Continual monitoring of the comprehensive plan must occur in order to assess progress towards its vision, as well as to address new land use issues.

8.4.5 The Town should develop procedures to ensure that neighboring communities are notified of land use changes within 1,000 feet of the Town boundary. Conversely, the Town should request that neighboring Towns and Counties submit notices regarding proposed land use changes within 1,000 feet of the Town of Richford.

8.6 Land Use Projections

Wisconsin statutes require comprehensive plans to include twenty-year projections for residential, commercial, industrial, and agricultural uses by five-year increment. A summary of future land use projections developed by East Central Wisconsin Regional Planning Commission is listed below.

Existing residential density was calculated at just over 1 unit per acre. If this density remains constant and projections utilize the minimum lot size for parcels zoned general agriculture, the Town of Richford would likely experience an increase of 102 residential acres by 2030. A commercial increase of 5 acres is forecast to coincide with the increase in residential development. See Table 8.2.

Future agricultural land use was calculated based on the assumption that future residential growth would be concentrated in the eastern part of the town. Future residential, commercial and industrial development is expected to occur in areas that are currently farmed, wooded or vacant. It was assumed that about 15 percent of the development would result in a loss of farmland.

Table 8.2: Future Land Use based on High Residential Density

Land Use	2005 Acres	2010 Acres	2015 Acres	2020 Acres	2025 Acres	2030 Acres	Change in Acres	% Change
Residential	529	558	576	597	612	631	102	19%
Commercial	1	1	1	1	1	1	0	0%
Industrial	17	18	19	20	21	22	5	29%
Agricultural	4617	4612	4609	4606	4603	4600	-17	-0.3%

Sources: ECWRPC 2001 land use, household projections. US Census 2000. DOA. SAA.

8.7 Future Land Use Map

The Town of Richford Future Land Use Map (Exhibit 8-3) identifies Agricultural Preservation Areas as the dominant land use. A companion district, Potential Agricultural Use Preservation Areas, is also identified in areas where non-agricultural development may conflict with existing agricultural activities. Non-agricultural uses are directed toward areas that are not specifically reserved for agricultural uses including existing Residential, Commercial, Industrial, and Agricultural/Natural areas.

The following section describes the future land use districts utilized on the Future Land Use Map (Exhibit 8-3.)

Future Land Use Categories

8.7.1 **Residential:** the residential district includes land uses where the predominant use is housing. This includes large-lot residential development as well as more compact residential lots (min. 1-acre.)

8.7.2 Commercial: the commercial district includes areas dedicated to the sale of goods or merchandise and office uses. It promotes “home-based” businesses which meet market demands and do not detract from the Town’s rural character.

8.7.3 Industrial: the industrial district is established in select areas to enable industrial activities when compatible with adjacent land uses. In Richford, industrial uses primarily include quarries.

8.7.4 Public/Institutional: this district includes a range of public, social, and institutional uses. These uses are public or semi-public, and are generally tax exempt. Specific uses include schools, libraries, parks, municipal buildings, health care facilities, places of worship, or other public lands.

8.7.5 Environmentally Sensitive Areas: these areas include lands where special protection is encouraged because of unique landscape, topographical features, wildlife, or historical value. The district includes FEMA 100 year floodplains, 75-foot shoreland buffers, 50-foot wetland buffers, areas of high groundwater, and the Shoreland Zone (300’ from stream or river and 1,000’ from lake, pond or flowage.) The district may also include woodlands, wetlands, floodlands, groundwater recharge and discharge areas, and steeply sloped lands.

8.7.6 Agricultural/Natural: the agricultural/natural district is established for areas in which agricultural and certain compatible low intensity uses are encouraged as the principal uses of land. This is also the area in which new development should first occur. Newly created, individual lots (CSM’s) within shoreland areas should have a minimum 3-acre parcel size and meet other current minimum requirements as set forth by the Waushara County Zoning Ordinance. Outside of the shoreland zone, lots should also have a minimum 3-acre parcel size. Shoreland zone areas are included in the district identified as Environmentally Sensitive Areas on Exhibit 8-3.

8.7.7 Agricultural Preservations Areas: these areas include lands where special protection is encouraged to preserve high quality farmland. The areas are based on contiguous parcels of land at least 35 acres in size which are owned by “important” farms (determined as part of the 2002 Land Use and Development Plan). These lands are reserved for future agricultural uses, though non-farm development will be evaluated on a case-by-case basis to ensure appropriate siting and continued agricultural capability of the site.

8.7.8 Potential Agricultural Land Use Conflict Areas: these lands are located immediately adjacent to Agricultural Preservation Areas. The intent of these areas is not to exclusively restrict development; however, these areas are identified to delineate areas where review of proposed development and its siting aspects should be performed to ensure that no conflicts between uses will result. Expansion of farmland into these areas should elicit similar review to prevent conflict with existing residential uses.

8.7.9 DNR Owned Land: DNR owned lands are owned and managed by the WisDNR and may or may not be open to the public.

9 Implementation

9.1 Implementation Chapter Purpose and Contents

This element includes a compilation of regulatory and non-regulatory measures to implement the objectives of this comprehensive plan. The chapter also includes the process for adopting, monitoring, and updating the comprehensive plan.

The implementation of the Town of Richford comprehensive plan involves decision-making by both public officials and the citizens of the community. These decisions will be measured by the concern for the welfare of the general community, the willingness to make substantial investments for improvement within the community, and the realization that certain procedures must be followed and adhered to for the continued high quality environment found within the Town. Suggested implementation measures include:

- a. Continued utilization and enforcement of regulatory ordinances and non-regulatory activities based on the goals and objectives identified in the comprehensive plan.
- b. The development of programs and support systems that further the goals and objectives set forth by the Town in this plan.
- c. The establishment and support of a continued planning process providing for periodic review and updates to the plan and land use control measures.
- d. The support of committees and local, regional and state organizations to carry out specific objectives identified in the comprehensive plan.

9.2 Summary of Key Planning Issues and Opportunities

The following list summarizes some of the key issues and opportunities identified through public involvement activities and the Citizen Questionnaire (1999). Issues also reflect observed liabilities and comments made through the planning development process.

Preserve Agricultural Lands

A majority of the growth throughout the County is scattered rural residential development, or vacation homes, or seasonal conversions. These types of development can be inefficient to service, but they also compromise working lands. Agricultural preservation is a major priority including maintaining contiguous tracts of agricultural properties and reducing conflicts between farm and non-farm land uses. Support for regulating growth to preserve farmland was split between limiting housing development to land unsuitable for farming and limiting the number of lots a landowner could split and sell for residential development.

Economic Development

There is local desire to grow services, specifically grocery, retail and restaurants, with a preference for locating future commercial types of development along the STH 21 corridor and in or around the unincorporated community of Richford.

Environmental Protection

Preservation of rural character is a countywide initiative. Locally, preservation of surface waters, groundwater, wooded lots, meadows and viewsheds, are issues of concern.

Balancing Public Interest and Private Property Rights

The need to balance public interest and private property rights is a goal stated within the state's comprehensive planning legislation. Land use decisions should consider equitable and defensible growth management strategies. Countywide, a reduction in scattered residential growth would decrease the inefficiency of providing local services and slow the depletion of working lands.

9.3/9.4 Implementation Tools

Implementation Tools include the rules, policies, and ordinances used to facilitate or control for a desired outcome. Examples include zoning ordinances and official maps, or the availability of certain incentives. Sections 9.3 and 9.4 describe regulatory and non-regulatory measures to control growth and provide effective community management.

9.3 Regulatory Measures

The following regulatory measures can be used to guide development and implement the recommendations of a comprehensive plan. Town, county, or state authorities officially adopt these regulatory and land use control measures as ordinances or laws. For the purposes of this document, “regulatory measures” are those that must be adhered to by everyone if adopted. A brief description of each tool is provided below followed by a specific action recommended for the Town of Richford.

9.3.1 Zoning Ordinance

Zoning is used to guide and control the use of land and structures on land. In addition, zoning establishes detailed regulations concerning the areas of lots that may be developed, including setbacks and separation for structures, the density of the development, and the height and bulk of building and other structures. The general purpose for zoning is to avoid undesirable side effects of development by segregating incompatible uses and by maintaining adequate standards for individual uses.

The establishment of zoning districts is generally conducted after careful consideration of the development patterns indicated in the comprehensive plan. Amending zoning district boundaries has the overall effect of changing the plan (unless amendments correspond to changes within the plan); therefore, it is reasonable to assume that indiscriminate changes may result in weakening of the plan. The Town of Richford utilizes the Waushara County Zoning Ordinance and takes an active role in its content and corresponding zoning map. These decisions are preceded by public hearings and plan commission recommendations.

An overlay district is an additional zoning requirement that is placed on a geographic area but does not change the underlying zoning. Overlay districts have been used to impose development restrictions or special considerations on new development. Waushara County provides an overlay district for groundwater protection, floodplains and wetlands.

The Town of Richford utilizes County Zoning.

Action: Utilize existing zoning districts to promote preferred minimum lot sizes (preferably 3-acres in areas both inside and outside of Shoreland Zones).

9.3.2 Official Maps

An official map shows the location of areas which the municipality has identified as necessary for future public streets, recreation areas, and other public grounds. By showing the area on the Official Map, the municipality puts the property owner on notice that the property has been reserved for a future public facility or purpose. The municipality may refuse to issue a permit for any building or development on the designated parcel; however, the municipality has one year to purchase the property upon notice by the owner of the intended development.

There is no immediate need for the Town to draft an official map. However, should local officials want to ensure consistency between planning and implementation efforts related to capital improvements, an official map should be drafted.

Action: Adopt an official map at which time changes in the rate of development require increased long-term infrastructure planning.

9.3.3 Sign Regulations

Governments may adopt regulations, such as sign ordinances, to limit the height and other dimensional characteristics of advertising and identification signs. The purpose of these regulations is to promote the well-being of the community by establishing standards that assure the provision of signs adequate to meet essential communication needs while safeguarding the rights of the people in the community to a safe, healthful and attractive environment.

Richford utilizes Waushara County's sign controls that regulate for type, bulk and setback.

Action: Continue to utilize current standards.

9.3.4 Erosion/Stormwater Control Ordinances

The purpose of stormwater or erosion control ordinances is to set forth stormwater requirements and criteria which will prevent and control water pollution, diminish the threats to public health, safety, welfare, and aquatic life due to runoff of stormwater from development or redevelopment. Adoption of local ordinances for stormwater do not pre-empt more stringent stormwater management requirements that may be imposed by WPDES (Wisconsin Pollutant Discharge Elimination System) Stormwater Permits issued by the Department of Natural Resources.

Erosion control plans are required to be submitted as part of the Waushara County subdivision ordinance (Chapter 42, Sec. 42-126) and the Uniform Dwelling Code, which controls for erosion controls during construction activities. County ordinances also promote reducing erosion through the Shoreland Zoning and Nonmetallic Mining Reclamation ordinances.

Action: Continue to utilize existing county ordinances.

9.3.5 Building/Housing Codes

The Uniform Dwelling Code (UDC) is the statewide building code for one- and two-family dwellings built since June 1, 1980. As of January 1, 2005, there is enforcement of the UDC in all Wisconsin municipalities. The UDC is primarily enforced by municipal or county building inspectors who must be state-certified. In lieu of local enforcement, municipalities have the option to have the state provide enforcement through state-certified inspection agencies for new homes. Permit requirements for alterations and additions will vary by municipality. Regardless of permit requirements, state statutes require compliance with the UDC rules by owners and builders even if there is no enforcement.

Waushara County enforces Wisconsin's Uniform Dwelling Code in Richford.

Action: Continue to coordinate with Waushara County to ensure builders follow state building codes for all structures built within the jurisdiction.

9.3.6 Mechanical Codes

In the State of Wisconsin, the 2000 International Mechanical Code (IMC) and 2000 International Energy Conservation Code (IECC) have been adopted with Wisconsin amendments for application to commercial buildings.

Action: Richford requires that builders follow state building and mechanical codes for all structures built within the jurisdiction.

9.3.7 Sanitary Codes

Sanitary codes, which are usually enforced at the county-level, provide local regulation for communities that do not have municipal sanitary service. These codes establish rules for the proper siting, design, installation, inspection and management of private sewage systems and non-plumbing sanitation systems.

To meet 2008 changes in state legislation (Comm 83), the County will have to complete an inventory of existing septic systems by 2011. By 2013, all septic systems will need to be a part of a regular

inspection program. Developments utilizing private sewage systems are required to obtain a permit and abide by regulations set forth in the Waushara County Private On-Site Wastewater Treatment Systems ordinance (Chapter 54).

Action: Continue to work with Waushara County for the issuance of permits and enforcement of established regulations.

9.3.8 Land Division Ordinance

Land division regulations serve an important function by ensuring the orderly growth and development of unplatted and undeveloped land. These regulations are intended to protect the community and occupants of the proposed land division by setting forth reasonable regulations for public utilities, storm water drainage, lot sizes, road design, open space, and other improvements necessary to ensure that new development will be an asset to the community.

Richford does not have a local land division ordinance and relies on Waushara County's Subdivision Ordinance (Chapter 42) to control design of new neighborhoods. The County ordinance does not contain specific provisions for conservation subdivisions, though the "planned residential unit design" (Sec. 42-87) provides a similar function by allowing for the grouping of lots below the minimum size specified under the zoning classification for the property.

Actions: Encourage Waushara County to review the existing subdivision ordinance to include additional design characteristics appropriate for conservation subdivisions.

9.3.9 Shoreland and Floodplain Zoning

Waushara County regulates shorelands and floodplains within its jurisdiction. The zoning code controls for water pollution, protects spawning grounds for fish and aquatic life, controls building sites including placement of structures and land uses, and preserves natural shore cover. Richford is governed by Waushara County's Shoreland Zoning, and Floodplain ordinances.

Action: Continue to utilize county rules and regulations.

9.3.10 Building Site Ordinance

Building site ordinances detail minimum regulations, provisions and requirements for development. The purpose of building site ordinances is to ensure development occurs consistent with municipal values. This tool can help preserve rural character, sustain property values and the property tax base, and help realize the objectives of a comprehensive plan.

The Town of Richford does not have a local building site ordinance. Siting of structures is controlled through Waushara County's subdivision and zoning ordinances.

Action: Continue to utilize county controls until additional regulation is desired.

9.3.11 Historic Preservation / Design Review Ordinances

Design guidelines are a set of standards that define general parameters to be followed in site and/or building design. Such standards do not prescribe architectural style or exact site layout. In many cases, design guidelines are used to preserve the historic or architectural character of an area. They may also be used to preserve important scenic corridors by requiring development to be integrated into the landscape.

The Town of Richford does not have town design guidelines to control the appearance of structural development or preserve unique structural elements within the community.

Action: Monitor local demand for structural design standards.

9.4 Non-regulatory Measures

The following non-regulatory measures can be used to guide development and implement the recommendations of a comprehensive plan. These measures often exist as policies or as special incentives available to willing participants. For the purposes of this document, “non-regulatory measures” are meant to encourage a particular practice, but not legislate it. A brief description of each tool is provided below followed by a specific action recommended for the Town of Richford.

9.4.1 Capital Improvement Plan

This is an ongoing financial planning program intended to help implement planning proposals. The program allows local communities to plan for capital expenditures and minimize unplanned expenses. Capital improvements or expenditures are those projects that require the expenditure of public funds for the acquisition or construction of a needed physical facility.

Capital improvement programming is a listing of proposed projects according to a schedule of priorities over a short time period. It identifies needed public improvements, estimates their costs, discusses means of financing them, and establishes priorities over a three-to-five year programming period. Improvements or acquisitions considered a capital improvement include:

- Public buildings (i.e. – fire and police stations)
- Park acquisition and development
- Roads and highways
- Utility construction and wastewater treatment plants
- Joint school and other community development projects
- Fire and EMS protection equipment

A capital improvement plan (CIP) or program is a method of financial planning for these types of improvements and scheduling the expenditures over a period of several years in order to maximize the use of public funds. Each year the capital improvement program should be extended one year to compensate for the previous year that was completed. This keeps the improvement program current and can be modified to the community’s changing needs.

Preparation of a Capital Improvement Program

The preparation of a Capital Improvement Program is normally the joint responsibility between the community administrator or plan commission, various staff, governing body, and citizen commissions. The preparation of a capital improvement program may vary from community to community depending on local preferences, the local form of government and available staff. In communities that have a community development plan or comprehensive plan, a planning agency review of the proposed capital improvement program is desirable.

The Town has not implemented a Capital Improvement Plan.

Action: Utilize an annual system of funding allocation, such as capital improvement plan, to ensure adequate funding and programming for needed upgrades and repair of capital improvements.

9.4.2 Cooperative Boundary Agreements

These agreements attempt to facilitate problem solving through citizen involvement, negotiation, mediation, and other cooperative methods. Generally, boundary agreements help both an incorporated community and an unincorporated community forecast future lands for annexation so that infrastructure needs can be forecast and funded. They can also ease contentious relationships.

The Town of Richford is not located within the extraterritorial jurisdiction of an incorporated community.

Action: Continue to coordinate with adjacent communities on matters of mutual importance.

9.4.3 Purchase of Development Rights

Purchase of Development Rights (PDR) is a land conservation tool that pays landowners to reserve their land for agricultural or natural preservation. PDR is a voluntary program whereby a municipality, land trust, or other entity buys development rights (also known as a conservation easement) from landowners for the purpose of preventing development on that land. The primary purpose of a conservation easement is to protect agricultural land, timber resources, and/or other valuable natural resources such as wildlife habitat, clean water, clean air, or scenic open space by separating the right to subdivide and build on the property from the other rights of ownership. The landowner who sells these "development rights" continues to privately own and manage the land.

The Town does not currently participate in a purchase of development rights program.

Action: Follow the progress of any state or regional efforts to develop a Purchase of Development Rights program.

9.5 Consistency Among Plan Elements

The State of Wisconsin planning legislation requires that the implementation element describe how each of the nine elements will be integrated and made consistent with the other elements of the plan. Since the Town of Richford completed all planning elements simultaneously, no known inconsistencies exist.

This Comprehensive Plan references previous planning efforts, and details future planning needs. To keep consistency with the Comprehensive Plan, the Town should incorporate existing plans as components to the Comprehensive Plan, and adopt all future plans as detailed elements of this Plan.

Richford will continue to make educated decisions based upon available information and public input. Planning community resources will incorporate a comprehensive look at all elements to determine appropriate cohesiveness of the decision against stated visions.

9.6 Plan Adoption, Monitoring, Amendments and Update

9.6.1 Plan Adoption

In order to implement this plan it must be formally adopted by ordinance. This action formalizes the plan document as a frame of reference for general development decisions over the next 20 years. Once formally adopted, the plan becomes a tool for communicating the community's land use policy and for coordinating legislative decisions. Specific details for adopting a comprehensive plan can be found in Wisconsin Statutes 66.1001 Section 4. A generalized process is outlined below.

1. Adopt a Public Participation Plan.
2. Plan Commission must recommend (with official Resolution by majority vote) the Plan to the governing body (Town/Village Board, City Council). Notice this meeting the same as any other Plan Commission meeting.
3. After Plan Commission approval, mail draft Plan copies to statutory list (RPC, County, DOA, adjacent governmental units, local library).
4. Publish Class 1 Notice at least 30-days prior to Public Hearing. Jurisdictions that contain nonmetallic mineral extraction operations must mail written notice of the Public Hearing to the operator of the nonmetallic mineral extraction site. 66.1001 (4)(e)

5. Approval by Board/Council (with Ordinance by majority vote of members elect) after Public Hearing. The Public Hearing may take place at the regular Board/Council meeting, or be held separately on a different date.
6. Mail final Plan copies to statutory list (#3 above).

9.6.2 Plan Use and Evaluation

The Town of Richford will base all of its land use decisions against this plan's goals, objectives, policies, and recommendations including decisions on private development proposals, public investments, regulations, incentives, and other actions.

Although this plan has described policies and actions for future implementation, it is impossible to predict the exact future condition of the Town. As such, the goals, objectives, and actions should be monitored on a regular basis to maintain concurrence with changing conditions.

The plan should be evaluated at least every 5 years, and updated at least every 10 years. Members of the Town Board, Plan Commission, and any other decision-making body should periodically review the plan and identify areas that might need to be updated. The evaluation should consist of reviewing actions taken to implement the plan's vision, its goals and objectives.

9.6.3 Plan Amendments

The Town of Richford Comprehensive Plan may be amended at any time by the Town Board following the same process to amend the plan as it originally followed when it was initially adopted regardless of how minor the amendment or change is.

Amendments may be appropriate throughout the lifecycle of the plan, particularly if new issues emerge or trends change. These amendments will typically be minor changes to the plan's maps or text. Large-scale changes or frequent amendments to meet individual development proposals should be avoided or the plan loses integrity. Any proposed amendments shall be submitted to the Plan Commission for their review and recommendations prior to consideration by the Town Board for final action.

9.6.4 Plan Update

According to the State comprehensive planning law the Comprehensive Plan must be updated at least once every ten years. Many towns discuss changes or revisions to the comprehensive plan at their annual meeting authorized under Wisconsin Statutes 60.10.

9.6.5 Enactment

Upon enactment of this plan, all zoning recommendations, official mapping and subdivision regulation decisions shall be consistent with this plan.

9.7 Ten-Year Action Plan

This 10-Year Action Plan provides a summary list and work schedule of short-term actions that the Town should complete as part of the implementation of the Comprehensive Plan. It should be noted that many of the actions require considerable cooperation with others, including the citizens of Richford, Town Committees, Town staff, and local/state governments. The completion of recommended actions in the timeframe presented may be affected and or impacted due to competing interests, other priorities, and financial limitations facing the Town. This table should be reviewed every five years and updated every ten years. It should be used as a mechanism to measure progress toward achieving all aspects of the comprehensive plan and to provide direction to the implementation authority specified in the table.

Table 9.1: Action Plan

Action	Who is responsible?	Schedule
Housing		
Continue to allow for the creation of additional residential parcels to accommodate future growth and development.	Town Board	Ongoing
Transportation		
The Town should work with WisDOT regarding its continued safety concerns at the intersection of STH 21 and CTH B.	Plan Commission/County Highway Department	Ongoing
Community Facilities and Utilities		
Promote the exchange of information with utilities and adjacent municipalities to encourage coordinated scheduling of planned roadway and utility improvements.	Town Board	2010
Continue to explore opportunities for shared services to achieve efficiencies in service provisions.	Town Board	2018
Agricultural, Natural, and Cultural Resources		
Encourage the continued protection of surface and groundwater resources.	Plan Commission	2010
Promote and support the protection and wise management of existing commercial and non-commercial woodlands.	Plan Commission	Ongoing
Preserve the area's most productive farmland for agriculture.	Town Board	Ongoing

Economic Development

Direct new industrial development to areas which provide adequate levels of service to support these uses.	Plan Commission, Town Board	2010
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Work to assess the impacts of any proposed development on a case by case basis, and direct it to the most appropriate area.	Town Board, Plan Commission	Ongoing
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Intergovernmental Cooperation

Seek ways to improve intergovernmental coordination and citizen participation on land use, recreational and transportation related decisions.	Town Board/ Neighboring Town Boards	2015
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Land Use

Consider the individual rights of landowners when assessing development proposals while encouraging development that fits in, and benefits, the community as a whole.	Plan Commission	Ongoing
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APPENDIX A:
PUBLIC PARTICIPATION PLAN

Town of Richford, Waushara County, WI Public Participation Plan

Purpose

The purpose of this Public Participation Plan is to outline the process and ways in which the public will be invited to participate in developing a comprehensive plan in accordance with 66.1001 of the Wisconsin Statutes. The Town of Richford is participating in a countywide comprehensive planning process with Waushara County that includes preparing comprehensive plans for adoption at the local level followed by preparation and adoption of a countywide plan.

Process

Public participation will be largely driven by public meetings. Meetings will be held for each of the participating local municipal governments, in three sub areas, and at the county level. The planning process occurs over three phases.

Phase 1 will begin with a Public Information Meeting in each of the three sub areas. Those communities that have already completed their plans will also be included in the sub area meetings. Everyone will have the opportunity to express their opinions in small groups during this event. After these meetings are complete, there will be Local Kick-Off meetings for the following communities:

- T. Plainfield
- T. Oasis
- T. Hancock
- V. Hancock
- T. Richford
- T. Springwater
- T. Mt. Morris
- T. Saxeville
- T. Leon
- Waushara County

After the Local Kick-Off meetings, Phase 2 will begin. The Town of Richford will meet to review each element of the comprehensive plan as desired. These meetings will be properly noticed and open to the public.

At the mid-point of the process, a second Public Meeting Information meeting will be held in each sub area to discuss the progress of the countywide plan. This meeting will discuss countywide policies and possible ordinances for development based on local plans and countywide needs. After the second Public Information Meeting, the Planning Committee will meet to review the remaining comprehensive plan elements.

When all comprehensive plan elements have been finalized, a third Public Information Meeting will be held in each of the three sub areas to present the Land Use Plan and Implementation Tools.

In Phase 3 local governments will each adopt their plan and distribute draft and final copies to the appropriate state-required entities.

Citizen Comprehensive Planning Committee/ Plan Commission

The Town of Richford will appoint a Planning Committee to oversee the development of the comprehensive plan. If a committee chair is appointed, he or she should be a local citizen. The committee may invite key citizens to participate in discussions based on specific issues. These individuals will not be required to remain active members throughout the process. All Planning Committee meetings will be properly noticed and open to the public. Members of the public are encouraged to attend.

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Public Informational Meetings

Local residents, interested parties, and non-committee members are encouraged to participate as equals and attend county public information meetings throughout the process. This is the primary public participation method for disseminating progress made on the countywide comprehensive plan. These meetings will occur at key benchmarks in the planning process with one meeting held in each sub area. Agendas will be posted at the Town Hall or bulletin board. The meeting dates may also be listed on the Waushara County UW-Extension website and announced in local media.

Citizen Questionnaire

As part of the information gathering process, the citizen questionnaires that were previously analyzed for the land management plan will be incorporated into the comprehensive plan. The information will be used to prioritize the state's comprehensive planning goals for local and countywide application. Outcomes of the questionnaire will be tested at the first Kick-Off meeting to ensure current desires still reflect the citizen questionnaire outcome.

Distribution of Draft Copies

Drafts of the plan will be available to local Planning Committees for review after each element has been written. Drafts will also be available electronically on the Waushara County UW-Extension website. Members of the public are encouraged to attend Planning Committee meetings where elements are reviewed. Extra copies of comprehensive planning elements may be available at the municipal building if demand for these documents is observed by the Planning Committee.

County Land Use Committee

The County Land Use Committee will be the steering committee that leads the development of the countywide plan. This committee includes representatives from each municipality in Waushara County. The County Land Use Committee will utilize direction from local plans to review the countywide document. Members of the public are encouraged to attend meetings of the County Land Use Committee. These meetings will be advertised in accordance with county protocol.

Informational Presentations at Local Organizational Meetings

UW-Extension may be invited to speak to local organizations on the planning process and other related issues. Members of local organizations and the citizenry are encouraged to read the papers, look for updates on the UW-Extension Waushara County website, and look at draft copies of the plan to stay informed about the comprehensive planning process.

Informational Brochures and Website on Comprehensive Planning

UW-Extension has produced some general informational brochures on planning and public participation. With the assistance of the Planning Committee, the brochures can be distributed to local libraries, business, and other public locations as desired. In addition, a display with the brochures may be put up at the Waushara County Fair. To keep the public regularly informed, a web site maintained by UW-Extension Waushara County will provide additional information on planning, the meeting dates of the local Planning Committees and the activities of the County Land Use Committee.

Public Hearing

A formal public hearing on the proposed Comprehensive Plan Ordinance will be held by the Town Board prior to recommendation and approval of the Plan.

A public notice containing a summary of the Comprehensive Plan will be published in the Town's official newspaper at least 30 days prior to the Town public hearing.

The entire proposed Comprehensive Plan will be available for public review at the Town Hall Office at least 30 days prior to the Town Board public hearing.

Other ways information will be collected

Written comments will be accepted throughout the planning process either electronically or on paper. Comments may be sent to the consultant, the Waushara County UW-Extension office, the Planning Committee, or the town clerk. For comments sent to the Town, a Town Official will respond by acknowledging receipt of the written comments at a Planning Committee meeting.

Town of Richford Comprehensive Plan Adoption Process

The Town of Richford will follow the procedures for adopting the comprehensive plan as listed in §66.1001(4)(a). The first step in the adoption process is being met by the adoption of this document that details written procedures that are designed to foster public participation throughout the comprehensive planning process.

Robert M. Wedell
Robert M. Wedell, Town Chairman

Attest: Julia Staehler
Julia Staehler, Clerk

Approved by the Town of Richford, Board of Supervisors on: 11-10-2006

APPENDIX B:

RESOLUTION FOR ADOPTION (PLAN COMMISSION)

RESOLUTION

**ADOPTION OF THE RECOMMENDED COMPREHENSIVE PLAN AS PREPARED BY THE
TOWN OF RICHFORD LAND USE COMMITTEE**

WHEREAS, the Town Board of the Town of Richford charged the Land Use Committee with preparing a recommended Comprehensive Plan for the Town of Richford; and

WHEREAS, numerous persons involved in local planning provided information at regular and special meetings called by the Town of Richford Land Use Committee; and

WHEREAS, members of the public were invited to make comments at said meetings, wherein the Comprehensive Plan herein adopted was reviewed and commented upon by members of the public; and

WHEREAS, the Town of Richford Plan Commission has reviewed the recommended Comprehensive Plan; and

WHEREAS, members of the public, adjacent and nearby local governmental units, and Waushara County will be given a 30-day review and comment period prior to the public hearing, which will be conducted by the Town Board for the Comprehensive Plan; and

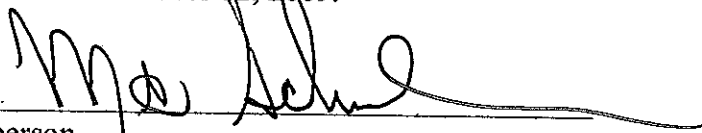
WHEREAS, after said public hearing, the Town Board will decide whether to adopt by ordinance the Comprehensive Plan; and

WHEREAS, the Comprehensive Plan may be used as the basis for, among other things, updating local ordinances, and as a guide for approving or disapproving actions affecting growth and development within the jurisdiction of the Town of Richford and

WHEREAS, this Comprehensive Plan may from time to time be amended, extended, or added to in greater detail.

NOW, THEREFORE, BE IT RESOLVED, by the Town of Richford Plan Commission that the Comprehensive Plan is hereby recommended to the Town Board for adoption by ordinance, after a 30-day public review and comment period and public hearing as the Town of Richford Comprehensive Plan pursuant to s.66.1001, Wis. Stats.

APPROVED: October 12, 2009.



Chairperson
Plan Commission

ATTEST:


APPENDIX C:

ADOPTING ORDINANCE (TOWN BOARD)

Ordinance 2009-03

An Ordinance to Adopt the Comprehensive Plan of the
Town of Richford, Wisconsin

The Town Board of the Town of Richford, Wisconsin, do ordain as follows:

Section 1. Pursuant to section [59.69(2) and (3)(for counties)/62.23(2) and (3)(for cities, and towns exercising City powers under 60.22(3))] of the Wisconsin Statutes, the Town of Richford, is authorized to prepare and adopt a comprehensive plan as defined in section 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes.

Section 2. The Town Board of the Town of Richford, Wisconsin, has adopted written procedures designed to foster public participation in every stage of the preparation of a comprehensive plan as required by section 66.1001(4)(a) of the Wisconsin Statutes.

Section 3. The plan commission of the Town of Richford, by a majority vote of the entire commission recorded in its official minutes, has adopted a resolution recommending to Town Board the adoption of both volumes of the Town of Richford Comprehensive Plan containing all of the elements specified in section 66.1001(2) of the Wisconsin Statutes.

Section 4. The Town has held at least one public hearing on this ordinance, in compliance with the requirements of section 66.1001(4)(d) of the Wisconsin Statutes.

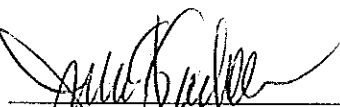
Section 5. The Town Board of the Town of Richford, Wisconsin, does, by enactment of this ordinance, formally adopt the document entitled, "Town of Richford Comprehensive Plan, Volume One: Comprehensive Plan (Goals, Objectives and Recommendations)" and the document entitled, "Town of Richford Comprehensive Plan, Volume Two: Existing Conditions Report" pursuant to section 66.1001(4)(c) of the Wisconsin Statutes.

Section 6. This ordinance shall take effect upon passage by a majority vote of the members-elect of the Town Board and [publication/posting] as required by law.

Adopted this 12th day of October 2009.



Robert Wedell, Chair



Attest, Julia Staehler
Clerk, Town of Richford