

CHAPTER TEN

PLAN IMPLEMENTATION

10.1 INTRODUCTION

A brief implementation plan is presented in Chapter Ten. This section of the municipal master plan is intended to facilitate the completion of recommended community development strategies, the adoption of the recommended community land use plan, and the incorporation of plan recommendations into future municipal budgets.

10.2 ADOPT THE RECOMMENDED ALPINE MUNICIPAL MASTER PLAN

It is essential that the Alpine Town Council adopt the final Alpine Municipal Master Plan report via resolution or ordinance. The ordinance or resolution that is adopted by the Alpine Town Council should reflect, in part, that the community development plan and related planning process satisfies the context and procedural requirements for the preparation of a municipal master plan in the State of Wyoming. These requirements are outlined in Title 15 of the Wyoming Statutes.

A recommended community land use plan map (Option 3) is presented in Chapter Eight of the Alpine Municipal Master Plan report. This illustration communicates a general vision of future land uses in the community in terms of:

- what type of investments the community believes are needed or desired in the community;
- where future land use development should generally occur; and,
- the geographical extent of desirable future land use expansion.

A formally adopted community land use plan and related analyses will also provide important rationale and guidance to the planned preparation of a revised zoning ordinance and related zoning map for the Town of Alpine. Established legal precedents in the United States make it clear that zoning and other land use controls must be based upon a municipal comprehensive plan or municipal master plan that establish the rationale for recommended land uses and land use relationships in a community. Further, the municipal master plan is to be adopted prior to the preparation and adoption of any zoning regulations and related zoning map.

10.3 APPLY STRATEGIES TO THE ALLOCATION OF FUTURE MUNICIPAL RESOURCES

The community development objectives and related strategies presented in Chapter Nine could be considered the implementation plan for the Alpine municipal master plan. These strategies encompass a combination of actions that will address various community development issues and potential opportunities associated with future land use management, potential annexations, infrastructure improvements, the development of community amenities, and economic development.

The future implementation of these strategies is, in large part, dependent upon the integration of these strategies to annual municipal budgets, the preparation of grant applications by municipal staff, and the scheduling of various municipal plans and improvements. In view of the fact that the Town Council and Planning and Zoning Commission are comprised of faithful community leaders that volunteer their time, the municipal staff will need to bear the primary responsibility of integrating community development strategies to the municipal budget, the identification of grant sources and the preparation of grant applications, and the scheduling of municipal plan improvements. A basic process to accomplish this objective is outlined in the following paragraphs.

10.3.1 Formally Assign Responsibilities for Implementation

Following adoption of the municipal master plan, the Town Council will specifically assign project management responsibilities for the completion of each community development strategy. The project management responsibilities will be assigned to specific members of the paid municipal staff or contractors that may serve in a municipal staff function. Even though more than one municipal staff person may support implementation of a specific community development strategy, the assignment of one project manager will facilitate discussions and coordination with the Alpine Town Council and contractors that may be working on a specific project.

In some cases, the responsibility for implementation may also involve the significant involvement of non-profit organizations within the Town of Alpine or public agencies located outside of Alpine. Nevertheless, the Town Council will still assign a municipal project manager to carry out required inter-agency coordination, serve as the point-of-contact for the project, and communicate the progress toward completion and any relevant project issues with the Alpine Town Council.

10.3.2 Update Community Development Strategies

The completion of planned community development strategies, changes in the composition of the Town Council, new economic development opportunities, changes in demographic and economic trends, or other factors will prompt future changes in the direction, scope and priority of community development strategies. In this context, the need to revise or delete existing strategies, or establish new ones, will become apparent. For this reason, the Town of Alpine should update its community development strategies on an annual basis.

The preparation of the revised community development strategies could be completed by municipal staff or assigned to a private contractor. This task will require coordination and informal discussions with each of the municipal project managers. The update of community development strategies would ideally be completed between January and March of a given year so that revisions can be incorporated into the municipal budget process.

10.3.3 Prepare an Annual Implementation Plan Summary

The application of community development strategies to the municipal budget can be achieved through the preparation of an implementation plan summary that identifies the annual budget allocations needed to support each community development strategy. A sample implementation plan summary is presented in Table 10-1. It is recommended that the Town Treasurer should update this summary on an annual basis.

The update should be based upon the Treasurer's solicitation of input from each of the municipal project managers that were assigned the lead responsibility for completion of the community development strategies. These municipal representatives should be asked by the Treasurer to provide information concerning projects that are assigned to them for their completion, or contractors working under their direction. The type of information requested from these representatives would include, at least, the following:

- the progress made toward completion of specific strategies;
- any potential revisions in the scope of community development strategies due to changing conditions or other factors influencing the project(s);
- the anticipated schedule for completion of the community development strategy; and,
- a recommended budget request for completion of each community development strategy.

The preceding information will facilitate the Treasurer's preparation of each annual municipal budget. The Town Council can clarify the intent and scope of planned budget expenditures with the municipal project manager assigned to each community development strategy.

**TABLE 10-1
IMPLEMENTATION PLAN
TOWN OF ALPINE MUNICIPAL MASTER PLAN
(Presented on 2 Pages)**

COMMUNITY DEVELOPMENT OBJECTIVE	RESPONSIBILITY FOR IMPLEMENTATION	ESTIMATED FISCAL YEAR BUDGET ALLOCATIONS (\$)									
		2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
1. Expand wastewater collection system to serve unsewered areas of Alpine and recommended annexation areas	Alpine Town Council, Town Engineer, Town Attorney, Water/Wastewater Superintendent	2,022,820 and TBD	2,022,820 and TBD								
2. Adopt the municipal master plan	Alpine Planning and Zoning Comm, Town Council, Town Clerk, Asst Town Clerk-Treasurer	a)			50,000				60,000		
3. Update existing zoning ordinance and revise municipal zoning map	Alpine P&Z Comm, Building Inspector, Town Council, Town Clerk, Asst Town Clerk-Treasurer	a)									
4. Design and construct new wastewater treatment plant	Alpine Town Council, Town Engineer, Water/Wastewater Supt	647,500	4,796,400								
5. Design & construct necessary improvements to municipal water system to serve existing community & annexation areas	Wyoming Water Dev Commission, Alpine Town Council, Town Engineer, Rendezvous Engineering	150,000 and TBD									
6. Annex selected lands north of Alpine	Alpine Town Council, Town Attorney, Town Engineer, Town Clerk, and selected landowners	5,000									
7. Prepare and adopt municipal impact fee ordinance	Alpine Town Council, Town Attorney, Town Engineer, Town Clerk, and selected landowners.	7,275									
8. Prepare economic development strategies	Alpine Town Council, Town Clerk, and municipal planning consultant	500									
9. Prepare a Municipal road plan	Alpine Town Council, Town Engineer, Asst Town Clerk-Treasurer		50,000								
10. Complete hydraulic analysis of Municipal water system	Alpine Town Council, Assistant Clerk-Treasurer, civil engineering consultant		TBD								
11. Encourage development of a community library	Alpine Town Council, Town Clerk, municipal planning consultant	500									
12. Encourage development of elementary school	Alpine Town Council, Town Clerk, municipal planning consultant		500								
13. Prepare and adopt subdivision regulations	Alpine P&Z Commission, Building Inspector, Town Council, Town Clerk, Asst Clerk-Treasurer, Town Engineer	9,500									

NOTES: TBD - To Be Determined; a) Funds previously budgeted under an existing consultant contract; b) : See costs associated with Objectives 18, 19, 20 and 22

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TOWN OF ALPINE MUNICIPAL MASTER PLAN
(Continued From Previous Page)**

COMMUNITY DEVELOPMENT OBJECTIVE	RESPONSIBILITY FOR IMPLEMENTATION	ESTIMATED FISCAL YEAR BUDGET ALLOCATIONS (\$)									
		2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
14. Improve attractiveness of highway commercial area, establish well-defined access points and vehicular parking area	Alpine Planning & Zoning Commission, Town Council		b)								
15. Prepare a recreational master plan for the community	Alpine Planning and Zoning Commission, Town Council.		45,000								
16. Develop a community park on Municipal lands north of River View Meadows Subdivision	Alpine Town Council, local recreational planning committee, planning consultant			45,000							
17. Encourage the development of affordable housing projects	Alpine Town Council, planning consultant	25,000									
18. Establish a more unified landscaping theme along U.S. Highway 89 corridor	Alpine Town Council, WY Dept of Transportation, landscape architect, landscape contractors				TBD						
19. Adopt effective access management plan through Alpine	Alpine Planning & Z Commission, planning consultant	0									
20. Develop a community trail system	Alpine Town Council, Town Engineer			TBD	TBD	TBD	TBD				
21. Construct Alpine Circle roadway	Alpine Town Council, Town Engineer				TBD						
22. Encourage WYDOT to construct 5-lane highway through Alpine	Alpine Town Council, Town Clerk	0									
23. Develop a community transportation system	Alpine Town Council, Town Clerk, planning consultant			45,000							
24. Increase financial commitment to the Alpine Volunteer Fire Department	Alpine Town Council, Town Clerk, planning consultant	45,000	46,350	47,741	49,173	50,648	52,167	53,732	55,344	57,004	58,714
25. Prepare a Municipal Building Code ordinance	Alpine P&Z Commission, Building Inspector, Town Council, Town Clerk, Asst Town Clerk-Treasurer, planning consultant	12,600									

NOTES: N/A: Not Applicable; TBD: To Be Determined; a: Funds previously budgeted under an existing consultant contract; b: See costs associated with Objectives 18, 19, 20 and 22