

Section 9: **Implementation**

The *Comprehensive Plan* sets forth an agreed-upon “road map” for growth and development within the Village of Sugar Grove during the next ten to fifteen year period. It is the product of considerable effort on the part of the Village Board, the *Comprehensive Plan* Steering Committee, Village staff, the Plan Commission, and the Sugar Grove community.

However, in many ways the planning process in Sugar Grove has just begun. Completion of the updated *Comprehensive Plan* is only the first step, not the last.

This section briefly highlights several next steps that should be undertaken to begin the process of plan implementation. These include:

- a) Adopt and use the *Comprehensive Plan* on a day-to-day basis;
- b) Review and update the Zoning Ordinance and other development controls;
- c) Develop and utilize a regular *Capital Improvements Program* (CIP);
- d) Promote cooperation and participation among various agencies, organizations, community groups and individuals;
- e) Prepare an implementation “action agenda;”
- f) Explore possible funding sources and implementation techniques;
- g) Enhance public communication; and
- h) Update the *Comprehensive Plan* on a regular basis.

Adopt and Use the Plan on a Day-to-Day Basis:

The *Comprehensive Plan* should become Sugar Grove’s official policy guide for

improvement and development. It is essential that the Plan be adopted by the Village Board and then be used on a regular basis by Village staff, boards and commissions to review and evaluate all proposals for improvement and development within the community in the years ahead.

Review the Zoning Ordinance and Other Development Codes:

Zoning is an important tool in implementing planning policy. It establishes the types of uses to be allowed on specific properties, and prescribes the overall character and intensity of development to be permitted.

Adoption of the new *Comprehensive Plan* should be followed by a review and update of the Village’s various development controls including zoning, subdivision regulations, and other related codes and ordinances. It is essential that all development controls be consistent with and complement the new *Comprehensive Plan*.

The *Comprehensive Plan* sets forth policies regarding the use of land within the Village and establishes guidelines for the quality, character and intensity of new development to be promoted in the years ahead. The Plan’s policies and guidelines should greatly assist the Village in formulating new zoning and development code regulations that can better reflect the unique needs and aspirations of the Sugar Grove community.

Capital Improvements Program:

Another tool for implementing the *Comprehensive Plan* is the *Capital Improvements Program*. It establishes schedules and priorities for all public improvement projects within a five-year period. The Village first prepares a list of all public improvements that will be required in the next five years. Then all projects are reviewed, priorities assigned,

cost estimates prepared, and potential funding sources identified.

The Capital Improvements Program typically schedules the implementation of a range of specific projects related to the Comprehensive Plan, particularly the restoration and upgrading of existing utilities and infrastructure facilities, including the water system, sanitary sewers, storm water facilities, and the street system. Expansion or improvement of Village Hall, police station facilities, and public works facilities would also be included in the Capital Improvements Program.

Sugar Grove's financial resources will always be limited and public dollars must be spent wisely. The Capital Improvements Program would allow the Village of Sugar Grove to provide the most desirable public improvements, yet stay within budget constraints.

Promote Cooperation and Participation:

The Village of Sugar Grove should assume the leadership role in implementing the new Comprehensive Plan. In addition to carrying out the administrative actions and many of the public improvement projects called for in the Plan, the Village may choose to administer a variety of programs available to local residents, businesses and property owners.

However, in order for the Comprehensive Plan to be successful, it must be based on a strong partnership between the Village, other public agencies, various neighborhood groups and organizations, the local business community, and the private sector.

The Village should be the leader in promoting the cooperation and collaboration needed to implement the new *Comprehensive Plan*. The Village's "partners" should include:

- ## Other governmental and service districts, such as the school districts, the fire protection districts, the Sugar Grove Park District, the Library, the Township, Kane County, the private utility companies, the Illinois Department of Transportation (IDOT), the Forest Preserve District, etc;
- ## Local institutions, such as the Chamber of Commerce and various churches and religious organizations;
- ## Local banks and financial institutions, which can provide assistance in upgrading existing properties and facilitating desirable new development;
- ## Builders and developers, who should be encouraged to undertake improvements and new construction that conform to the Plan and enhance the overall quality and character of the community; and
- ## The Sugar Grove community, since all residents and neighborhood groups should be encouraged to participate in the on-going planning process, and all should be given the opportunity to voice their opinions on improvement and development decisions within the community.

Prepare an Implementation Action Agenda:

The Village should prepare an implementation "action agenda" which highlights the improvement and development projects and activities to be undertaken during the next few years. For example, the "action agenda" might consist of:

- a) A detailed description of the projects and activities to be undertaken;
- b) The priority of each project or activity;

- c) An indication of the public and private sector responsibilities for initiating and participating in each activity; and
- d) A suggestion of the funding sources and assistance programs that might potentially be available for implementing each project or activity.

In order to remain current, the “action agenda” should be updated once a year.

Explore Funding Sources and Implementation Techniques:

While many of the projects and improvements called for in the *Comprehensive Plan* can be implemented through administrative and policy decisions or can be funded through normal municipal programs, other projects may require special technical and/or financial assistance.

The Village should continue to explore and consider the wide range of local, state and federal resources and programs that may be available to assist in the implementation of planning recommendations.

Enhance Public Communication:

The Village should prepare a brief summary version of the new *Comprehensive Plan* and should distribute it widely throughout the community. It is important that all local residents, businesses and property owners be familiar with the Plan’s major recommendations and its “vision” for the future.

The Village should also consider additional techniques for responding quickly to public questions and concerns regarding planning and development. For example, the Village might prepare a new informational brochure on how to apply for zoning, building, subdivision and other development-oriented permits and approvals. It might also consider special newsletter or Web page features that focus on frequently raised questions and

concerns regarding planning and development.

Update the Plan on a Regular Basis:

It is important to emphasize that the *Comprehensive Plan* is not a static document. If community attitudes change or new issues arise which are beyond the scope of the current Plan, the Plan should be revised and updated accordingly.

Although a proposal to amend the Plan can be brought forth by petition at any time, the Village should regularly undertake a systematic review of the Plan. Although an annual review is desirable, the Village should initiate review of the Plan at least every two to three years. Ideally, this review should coincide with the preparation of the annual budget and capital improvement program. In this manner, recommendations or changes relating to capital improvements or other programs can be considered as part of the upcoming commitments for the fiscal year. Routine examination of the Plan will help ensure that the planning program remains relevant to community needs and aspirations.

The Village should:

1. Make available copies of the Plan document for public purchase.
2. Provide assistance to the public in explaining the Plan and its relationship to private and public development projects and other proposals, as appropriate.
3. Assist the Village Board in the day-to-day administration, interpretation and application of the Plan.
4. Maintain a list of current possible amendments, issues or needs which may be a subject of change, addition or deletion from the *Comprehensive Plan*.

5. Coordinate with, and assist the Plan Commission and Village Board in the Plan amendment process.