

**Section 6**  
Annual Review



## TOWN AND VILLAGE OF WILSON COMPREHENSIVE PLAN



### SECTION 6.0 – ANNUAL REVIEW

One of the recommendations in the Comprehensive Plan is for the Wilson Town Board and Village of Wilson Board of Trustees to establish a Comprehensive Plan Committee that will conduct an annual review of the Plan to ensure that it remains a dynamic and useful document that continuously aims to achieve the overall vision and individual goals of the community. This is accomplished through constant implementation of the recommendations, monitoring of conditions and evaluation of applied measures. This Committee could consist of current members of the Comprehensive Plan Advisory Committee, assisted by representatives from the local community, as designated by the Town and Village Boards.

The annual review should include the following:

- All site plan and subdivision approvals issued during the previous year should be reviewed in conjunction with the recommendations of the Comprehensive Plan to determine where the development activity has occurred or is proposed, if it has designed to be consistent with the vision and recommendations of the Plan, and the overall impact of these planning approvals on general land use trends in the Town.
- All rezoning decisions approved during the previous year should be reviewed in conjunction with the Comprehensive Plan to determine if these actions were undertaken in conformance with the vision and recommendations of the Plan and if the overall impacts of the rezoning decisions are consistent with the general land use trends in the Town and Village.
- The Zoning Code revisions specified in the Comprehensive Plan should be reviewed to determine which items have been accomplished and which ones should be undertaken in the coming years. The Comprehensive Plan Committee should also determine if there are any new zoning amendments that should be considered.
- The list of priority items, as contained in the implementation section of the Comprehensive Plan, should be reviewed to determine which items were accomplished





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during the previous year. It should also be determined if there is a need to update or amend this list.

- Comments from the Town and Village Boards, local departments and committees, and public input gathered during the previous year should be evaluated in conjunction with the information ascertained from the reviews outlined above, and an action plan for Comprehensive Plan implementation activity in the coming year should be developed.
- The Committee should prepare a statement outlining the accomplishments of the past year, including a listing of all site plan, subdivision, and rezoning approvals, and a list of accomplishments in terms of Zoning Code amendments and other implementation activities, as specified in the Comprehensive Plan. This information, along with the action plan for the continuing implementation of the Comprehensive Plan, should be presented to the Town and Village Boards for their review and approval.

By following this procedure, the Town and Village of Wilson will be able to continually monitor the effectiveness of the Comprehensive Plan for achieving the future vision it articulates. It is anticipated that the Comprehensive Plan Committee will need to meet several times during the first year in order to establish procedures and review the priority actions. As items are implemented and the procedure becomes more established, less frequent meetings are likely to be required. The adjustments, amendments and changes recommended by the Committee and approved by the Town and Village Boards will be incorporated into the Comprehensive Plan by acceptance of these Boards, and provided as an annual update document.

Approximately every five years, or as circumstances dictate the need, the Comprehensive Plan should be more thoroughly reviewed and updated, as required, to reflect current priorities, needs, and goals, using the annual update reports to assist in this effort. At the end of this more extensive review and update, the Town and Village should incorporate all changes into an updated plan, and undergo formal adoption procedures (including public hearings and SEQR review) to accept the updated plan. Unless there are major changes to circumstances or conditions in the Town and/or Village, it is anticipated that these reviews and re-adoption procedures will not be complicated. They are important, however, in order to ensure that the Comprehensive Plan remains a relevant and useful document to guide





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growth and development in the Town and help the citizens of Wilson realize their vision and goals for its future.

