

# APPENDIX F

## Implementation Checklist

The following is a checklist to track the implementation of the growth policy.

Each year the Planning Board should review recommend a workplan for the subsequent year and submit that to the governing body for incorporation into the annual budget. The Planning Board should put a date in the “start date” column for projects approved for that year.

The Planning Board should also annually identify accomplishments and put a completion date next to the appropriate strategy.

**CONRAD GROWTH POLICY - DRAFT IMPLEMENTATION CHECKLIST**

<b>Date Started</b>	<b>Date Completed</b>		
		<b>Goal A</b>	<b>Diversify and expand the economy of Conrad and increase the number of jobs that pay a living wage.</b>
		Strategy A-1	Develop and implement a long-range economic plan for Conrad.
		Strategy A-2	Coordinate county-wide economic plan for Conrad, Valier and unincorporated areas of the county.
		Strategy A-3	Participate in multi-county Community Economic Development Strategy planning with Sweetgrass Development and Northcentral MT RC&D.
		<b>Goal B</b>	<b>Focus new development and city renewal on the town's historic compact land use pattern that provides for cost efficiencies in infrastructure and services, walkable distances, and open space at the town's edges.</b>
YEAR 1 PRIORITY		Strategy B-1	Use the future land use map as the guide for decision-making for future development.
		Strategy B-2	Focus on infill development before annexation and develop policies for annexation and infrastructure extensions accordingly.
		Strategy B-3	Update subdivision regulations.
YEAR 1 PRIORITY		Strategy B-4	Update the city zoning ordinance.
		Strategy B-5	Record the town's municipal boundary with the county clerk and recorder.
		<b>Goal C</b>	<b>Expand safe, affordable housing choices for all ages and incomes.</b>

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		Strategy C-1	Increase options for safe, affordable housing for workforce and low income individuals to rent and/or purchase.
		Strategy C-2	Encourage rehabilitation or replacement alternatives to non-compliant mobile homes and substandard housing.
		Strategy C-3	Encourage neighborhoods with a mix of housing choices and economic diversity.
YEAR 1 PRIORITY		Strategy C-4	Facilitate development of quality rental housing for working families.
		<b>Goal D</b>	<b>Provide for safety from natural disasters and for adequate emergency response for fire and medical care.</b>
		Strategy D-1	Implement strategies from the Pre-Disaster Mitigation Plan and Community Wildfire Protection Plan as they apply to Conrad, including recommendations for building permits.
		Strategy D-2	Support fire department and emergency medical response to ensure continued service, including encouraging volunteerism to provide staffing.
		Strategy D-3	Work to have DNRC help study and correct the maps that show flood prone areas in and around Conrad.
		<b>Goal E</b>	<b>Provide cost efficient and effective public infrastructure for the long-term.</b>
		Strategy E-1	Prepare a new Conrad Capital Improvements Program to replace the out-dated 2002 version and to focus more effort on improving the sidewalk system and upgrading Front Street and infrastructure required to attract and retain value-adding industries.
		Strategy E-2	Once a new Conrad Capital Improvements Program and budgeting process is prepared, utilize and annually update the new program.

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		Strategy E-3	Improve cell phone and internet service to stay competitive with what is needed by residents and businesses.
		Strategy E-4	Develop a Main Street corridor improvement plan to increase the appeal and walkability of the north and south entrances to Conrad by addressing possible improvements to sidewalks, crosswalks, street lighting, street furniture, landscaping, business signs, etc.
		<b>Goal F</b>	<b>Encourage sustainable development.</b>
		Strategy F-1	Develop in areas already served by infrastructure wherever possible before expanding infrastructure to new development.
		Strategy F-2	Reuse and recycle materials and structures.
		Strategy F-3	Expand waste recycling based on cost-benefit analysis of markets, including environmental and dollar costs of transport to market.
		Strategy F-4	Conserve energy and other non-renewable resources.
		Strategy F-5	Adapt historic or culturally significant existing buildings to new uses (instead of deconstruction and replacement).
		<b>Goal G</b>	<b>Enhance city appearance to make it a more desirable place to live and work for residents and a destination for visitors.</b>
		Strategy G-1	Improve the condition of commercial areas, lots, and buildings that have fallen into disrepair, vacancy, or blight.
		Strategy G-2	Develop design guidelines or standards to improve the appearance of the city, particularly for the entry corridors of Main Street. (Refer to "Future Land Use" section)

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Annual - Ongoing			ANNUAL REVIEW OF PROGRESS TO DATE AND ANNUAL WORK PLAN TO IMPLEMENT GROWTH POLICY (Planning Board responsibility)