

STATE OF WISCONSIN
Town of Cutler
Juneau County

R-2004-01

Title: This ordinance is entitled the Town of Cutler Plan Commission Ordinance

Section 1: Purpose

The purpose of this ordinance is to establish a Town of Cutler Plan Commission and set forth its organization, powers and duties, to further the health, safety, welfare and wise use of resources for the benefit of current and future residents of the Town and affected neighboring jurisdictions, through the adoption and implementation of comprehensive planning with significant citizen involvement.

Section 2: Authority; Establishment

The Town Board of the Town of Cutler has been authorized by the Town meeting under sec. 60.11(2) (c), Wis. Stat., to exercise village powers and the Town has a population of less than 2,500, according to the most recent regular or special federal census, sec. 990.01(29), Wis. Stats.

The Town Board hereby exercises village powers under sec. 60.22(3), Wis. Stats., and establishes a five (5) member Plan Commission under secs. 60.62(4), 61.35 and 62.23, Wis. Stats. The Plan Commission shall be considered the "Town Planning Agency" under Secs. 236.02(13) and 236.45, Wis. Stat., which authorize, but do not require, Town adoption of a subdivision or other land division ordinance.

Each committee^{member} shall receive upon attending a meeting, payment of \$25.00. No more than 12 meetings in a year will be held, except for exceptional circumstances as designed by Chairperson or in the absence of the Chairperson, the Vice Chairperson.

Section 3: Membership

The Plan Commission consists of one (1) member of the Town Board, who may be the Town Board Chairperson, and four (4) citizen members, who are not otherwise a Town Board member, and who shall be persons of recognized experience and qualifications.

Section 4: Appointments

The Town Board Chairperson shall appoint the members of the Plan Commission and designate a Plan Commission Chairperson during the month of April to fill any expiring term. The Town Board Chairperson may appoint himself or herself or another Town board member, or a citizen member as Chairperson of the Plan Commission. (All appointments are subject of the advisory approval of the Town Board.)

In a year in which any Town Board member is elected at the spring election, any appointment or designation by the Town Board Chairperson shall be made after the election and qualification of the Town Board members elected.

Section 5: Terms

Term for the Town Board member coincides with his or her term on the Town Board. Terms for all citizen members shall be three years ending April 30, or until a successor is appointed. The initial appointments shall be staggered, with two appointments made for three years, and two appointments made for two years.

Section 6: Vacancies

A person who is appointed to fill a vacancy on the Plan Commission shall serve for the remainder of the original term.

Section 7: Rules & Records

The Plan Commission, under sec. 62.23(2), Wis. Stats., may adopt rules for the transaction of its business, subject to Town ordinances, and shall keep a record of its resolutions, transactions, finds and determinations, which shall be a public record under secs. 19.21 - 19.39, Wis. Stats.

Section 8: Chairperson & Officers

- (1) Chairperson. The Plan Commission Chairperson shall be appointed and serve a term as provided in sections 4 and 5 of this ordinance. The Chairperson shall, subject to Town ordinances and Commission rules:
 - a. provide leadership to the Commission;
 - b. set Commission meeting and hearing dates;
 - c. provide notice of Commission meetings and hearings and set their agendas, personally, or by his or her designee;
 - d. preside at Commission meetings and hearings; and
 - e. ensure that the laws are followed.
- (2) Vice Chairperson. The Plan Commission may elect, by open vote or secret ballot under sec. 19.88(1), Wis. Stats, a Vice Chairperson to act in the place of the Chairperson when the Chairperson is absent or incapacitated for any cause.
- (3) Secretary. The Plan Commission shall elect, by open vote or secret ballot under sec. 19.88(1), Wis Stats., one of its members to serve as Secretary, or, with the approval of the Town Board, designate the Town Clerk or other Town officer or employee as Secretary.

Section 9: General Powers'

The Plan Commission under sec. 62.23 (4), Wis Stats., shall have the power:

1. Necessary to enable it to perform its functions and promote Town planning,
2. To make reports and recommendations relating to the plan and development of the Town to the Town Board and other public bodies.
3. To make and adopt a comprehensive plan under secs. 62.23 and 66.10001, Wis. Stas.

Section 10: Plan Implementation & Administration

If directed by the Town Board the Planning Commission shall prepare the following:

- A. Zoning. A proposed Town zoning ordinance under village powers, secs. 60.22 (3), 61.35 and 62.23 (7) Wis. Stats.
- B. Other. Any other ordinance specified by the Town Board.

Section 11: Amendments

This ordinance can be amended at any time by the Town Board.

Section 12: Effective Date

Following the passage of the Town Board, this ordinance will take effective the day after the date of publication or posting as provided by sec. 60.80, Wis. Stats.


Adopted this 11th day of October, 2004.

Town Board Chairperson:


Rick Sturek

Published/Posted this 15th day of October, 2004.

Attested:

, Town Clerk
Sharon Langner