

**ORDINANCE NO. 92-10-1**  
**AN ORDINANCE TO CREATE A TOWN PLAN COMMISSION**

**Section 1: Created.** The Town Board of Land O' Lakes hereby creates a Town Plan Commission, with the powers, duties and qualifications as set forth in Section 60.10(2), Section 61.35 and Section 62.23, Wis. Stats.

**Section 2: Membership.** The Town Plan Commission shall consist of seven (7) members to include the following:

- A. The Town Board Chairperson, appoints the presiding officer and its members.
- B. Six (6) citizens, all of whom shall be residents of the Town of Land O' Lakes.
- C. At such time as the Town has a Town Engineer, or a Park Board, the Town Engineer and the President of the Park Board should be appointed, each of whom should replace one of the citizen members so that the board has at all times (7) members.

All citizen members shall be persons of recognized experience and qualifications. Such members of the Commission shall hold office until their respective successors are elected and qualified. No member of such Commission shall receive any compensation for his/her services as a member.

**Section 3: Appointment.**

- A. Three (3) of the citizen members shall be appointed by the Town Chairperson, upon Creation of the Commission, to hold office for periods ending one (1), two (2) and three (3) years respectively from the succeeding first day of May. Thereafter such appointment shall be made annually during April and shall be appointed for a term of three (3) years.
- B. The other three (3) additional citizen members, who are members so long as the Town does not have a Town Engineer or Park Board, shall be appointed by the Town Chairperson, upon the creation of the Commission, to hold office for periods ending one (1) and two (2) and three (3) years respectively from the succeeding first day of May. Thereafter such appointments shall be made annually during April and shall be for terms of three (3) years. Upon such time as the Town has a Town Engineer or Park Board, the President of such board of the Town Engineer should succeed to a place on the Commission when the term of such additional citizen member expires.

**Section 4: Miscellaneous.**

- A. **Election of Officers.** The Town Plan Commission shall organize annually at its first Meeting in May by the election of a Vice Chairman, Secretary and such other officers as may, in its judgment be necessary. The Commission may also formulate any lawful rules for its operation and procedures in accordance with Town Ordinances.
- B. **Vacancies.** All vacancies in the Town Plan Commission shall be filled for the unexpired term in the same manner as appointment for the full term.

- C. Removal. Any member may be removed by the Town Chairperson for cause.
- D. Meetings. Regular meeting shall be held at least monthly. Special meetings may be called by the presiding officer or upon written request of any two committee members. Notice of special meetings shall be given by personal service to all members at least twenty-four (24) hours prior to the called special meeting. Such notice may be by telephone, by mail or by email. Minutes shall be kept by the Secretary and filed with the Town Clerk.
- E. Quorum. Four (4) members shall constitute a quorum to transact any business, but all action shall require affirmative approval of a majority of all of the members of the Plan Commission.

Section 5: Powers and Duties. The Town Plan Commission shall exercise such powers and have such duties as are provided for by by Section 62.23, Wis. Stats., and this municipal code. Without limitation by reason of enumeration, the Town Plan Commission shall have and exercise the following powers and duties.

- A. Duties. Make and adopt a master plan for the physical development of the Town and such other functions and duties in relation thereto in accordance with Section 62.23 (2) and (3), Wis. Stats.
- B. Recommend an official map to the Town Board and such other functions and duties in relation thereto as provided for by law.
- C. Recommend a zoning plan and regulations to the Town Board.
- D. Recommend land division regulations to the Town Board.
- E. Recommend changes to a master plan, from time to time, official map, zoning, land division, and fire prevention ordinances that it deems necessary or desirable.
- F. Consider and report or recommend on all matters referred to it.
- G. The Commission is not bound to make a recommendation at the meeting at which the proposal is first presented.

Section 6: Referrals & Review. The Town Board or other public body or officer of the Town having final authority thereon shall refer to the Commission, of its consideration and report before final action is taken on the following matters:

- A. Location and architectural design of any public building, statue or other memorial.
- B. Location, acceptance, extension, alteration, vacation, abandonment, change of use, sale, acquisition or lease of land for any street, alley or other public way, park, playground, airport, parking area or other memorial or public grounds.

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- C. Location, extension, abandonment, or authorization for any public utility whether publicly or privately owned.
- D. Plats of land in the Town or within the territory over which the Town is given platting jurisdiction by Chapter 236, Wis. Stats.
- F. The location, character and extend, or acquisition, leasing or sale of lands for public or semi-public housing, slum clearance, relief or congestion, or vacation camps for children.
- G. All proposed or requested changes and amendments to the master plan, official map, zoning, land division, and fire prevention ordinances.
- H. The abandonment or repeal of any ordinance adopted pursuant to this chapter. Unless such report is made within forty-five (45) days or such longer as may be stipulated by the Town Board or other public body or office may take final action without it.
- I. The Town Board may refer to said Commission the construction, the carrying out of any public work not expressly within the province of other boards or commissions of the Town, and may delegate to said Commission all powers which the Town Board deems necessary to complete such work and all details.

Section 7: All ordinances or parts or ordinances contravening the provisions of this ordinance are hereby repealed.

Section 8: SEVERABILITY. The provisions of this Ordinance shall be deemed severable, and if any provision of the Ordinance or the application thereof to any person, firm or corporation, or circumstance is held invalid, the remainder of the Ordinance and the application of such provisions to other persons and circumstances shall not be affected hereby.

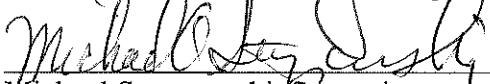
Section 9: The Ordinance shall take effect upon passage and publication as provided by law.

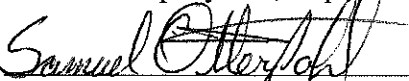
Date Revised: 6-11-08

Date Posted: 6-12-08

Effective Date: 6-13-08

  
Daniel Balog, Town Board Chairperson

  
Michael Stopczynski, Supervisor

  
Samuel Otterpohl, Supervisor

Original Adopted Date: 10-14-92

Original Published Date: 10-21-92

Original Effective Date: 10-21-92