

Town of Wascott
Douglas County, Wisconsin
TOWN PLAN COMMISSION RESPONSIBILITIES

May 2020

CHAIRPERSON: Lynn Koalska

CLERK: Selected by Commission

REPORTS TO: Wascott Town Board

PURPOSE: The Plan Commission serves as a citizens' advisory body that makes recommendations to the Town Board on issues and policies related to planning, land use regulation, community and economic development. It is responsible for carrying out its duties in compliance with the Wascott Town Plan Commission Ordinance 2020-01.

DUTIES: The duties of the Plan Commission include:

1. Development and adoption of a Comprehensive Town Plan, subject to final approval of the Town Board
2. Update of the Town Plan every ten years as required
3. Annual review and recommendations for implementation of specific elements of the Town Plan, to be presented to the Town Board
4. Review of any proposed subdivision and land use proposals
5. Review of any proposed zoning ordinances and amendments
6. Review of other referrals as required by Wisconsin State Statutes and/or Wascott Town Ordinance 2020-01
7. Review and report back to the Town Board on other issues referred to the Plan Commission by the Town Board
8. May submit economic development, community development and tourism recommendations to the Town Board
9. Preparation of an annual budget request for commission-related activities if needed
10. Meetings shall be held on an as-needed basis and will be scheduled by the Town Plan Commission Chairperson.

Commission members shall faithfully discharge their duties as public officials to the best of their abilities. Applicable laws to be followed include: public records, ethics for local government officials, open meeting laws, misconduct in office, and private interests in public contracts.