

**Town of Wascott
Douglas County, Wisconsin**

TOWN PLAN COMMISSION

CHAIRPERSON: Doug Bush, Town Supervisor

CLERK: Selected by Commission

REPORTS TO: Town Board

PURPOSE OF COMMISSION: This citizen advisory commission is responsible for carrying out its duties under the Wascott Town plan Commission Ordinance 2004-02, as amended on March 3, 2010. The commission is asked to provide recommendations on economic development and tourism for the Town of Wascott. Identifies short-term and long-range needs and develops operations and maintenance plans and budgets. Makes recommendations to the Town Board. Assures the efficient and economical use of the resources of public works activities, including budgeted funds, grant moneys, personnel, facilities and time, to accomplish short-term and long-range objectives.

DUTIES:

1. Town Plan Commission duties include:
 - a. Adoption of a Town Comprehensive Plan, subject to final adoption of Town Board, and any amendment thereto
 - b. Recommendation for implementation of specific elements of the Plan, and coordination with other town officials and town committees
 - c. Required update of Plan in 2014
 - d. Review and recommendation on conditional use permit applications
 - e. Subdivision review & other land division
 - f. Review of proposed town driveway access ordinance or amendment
 - g. Review of proposed zoning ordinance or amendment
 - h. Review of all other referrals as required by Ordinance
2. May submit economic development and tourism recommendations to the town board.
3. Prepare budget request for next year's budget for commission related activities.
4. Respond to public inquiries, investigate and resolve complaints, or refer to the Town Board for resolution.
5. Report to the Town Board on all issues referred to the committee by the Town Board or Town Chairperson.
6. Committee members shall faithfully discharge their duties as public officials to the best of their abilities. Applicable laws include: public records, ethics for local government officials, open meetings, misconduct in office, and private interests in public contracts.