

TOWN OF LONG LAKE  
WASHBURN COUNTY

TOWN PLAN COMMISSION  
ORDINANCE #2003-2

SECTION 1. Establishment

The Town Board of the Town of Long Lake, does ordain as follows: There is hereby established a Town Plan Commission for the Town of Long Lake, in accordance with Sections 60.10(2) (c), 60.62, 61.35 and 62.23 of the Wisconsin Statutes.

SECTION 2. Membership

The Town Plan Commission shall consist of five members who shall serve without compensation. The members shall be appointed by the Town Chair including the presiding officer. The Town Chair may appoint himself or herself to the commission as well as other town elected, or appointment officials, but there shall always be at least one citizen member who is not a town official.

The Chairperson shall be the appointed by the Town Chairperson.

The Secretary shall be appointed by the Chairperson.

Official Oaths shall be taken by all members in accordance with Section 19.01 of the Wisconsin Statutes within 10 days of receiving notice of their appointments.

Terms for Three Citizen Members shall commence upon creation of the commission for a period ending one, two, and three years, respectively, from the succeeding first day of May, and thereafter annually during April one such member shall be appointed for a term of three years. Two additional citizen members shall be first appointed to hold office for a period ending one year from the succeeding May first and thereafter annually during the month of April. If a park board is created, or a town engineer appointed, the president of such board or such engineer shall succeed to a place on the commission when the term of an additional citizen member expires.

SECTION 3. Organization

The Plan Commission shall organize and adopt rules for its own government in accordance with the provisions of this ordinance.

Meetings shall be held monthly, or as required and at the call of the chair person or a majority of the full membership of the Commission and shall be open to the public

Special and Standing Committees may be appointed by the Chairperson.

Quorum shall be three (3) members, but all actions shall require approval of a majority of the full Commission except a motion to adjourn.

A Written Record shall be kept showing all actions taken, resolutions, findings, determinations, transactions, and recommendations made; and a copy shall be filed with the Town Clerk as a public record.

#### SECTION 4. Powers

The Plan Commission shall have such powers as may be necessary to enable it to perform its functions and duties and promote municipal planning. Such powers include the following:

To Employ Experts and a Staff and to pay for their services, supplies, equipment, and such other expenses as may be necessary and proper, not to exceed the appropriations and regulations made by the Town Board.

To Make Reports and Recommendations relating to the plan for development of the Town to public officials, agencies, utilities, and other organizations and citizens.

To Recommend Public Improvement Programs and financing thereof to the Town Board.

To Request Available Information from any public official to be furnished within a reasonable period of time.

To Enter Upon Any Land. The Plan Commission, its members and employees, may enter upon any land in the performance of its functions, make examinations and surveys, and place and maintain necessary monuments and marks thereon.

#### SECTION 5. Duties

The Plan Commission shall have the following functions and duties;

To Make and Adopt a Master Plan for the physical development of the Town in accordance with Section 62.23 (2) and (3) of the Wisconsin Statutes.

To Make and Recommend an Official Map to the Town Board in accordance with Section 62.23 (6) of the Wisconsin Statutes.

To Prepare and Recommend a Zoning district plan and suggest necessary text amendments to the Town of Long Lake Zoning Ordinance to the Town Board for consideration by the Town Board and the Washburn County Board of Supervisors.

To Make and Adopt a Comprehensive Plan for the physical development of the Town in accordance with Section 66.10(1) of the Wisconsin Statutes.

To Prepare and Recommend Land Division Regulations to the Town Board in accordance with Section 236.45 of the Wisconsin Statutes.

To Make Any Changes to the Master Plan they deem necessary or desirable and to recommend any changes or amendments to the Town Board that they deem necessary or desirable concerning the Official Map, Zoning, and Land Division ordinances.

To Consider and Report and Recommend on all matters referred to them.

#### SECTION 6. Referrals

The Town Board or other public body or officer of the Town having final authority thereon shall refer to the Plan Commission, for its consideration and report before final action is taken, the following matters:

Location and Architectural Design of any public building.

Location of Any Statue or other memorial.

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.

Location, Extension, Abandonment, or authorization for any public utility whether publicly or privately owned.

Location, Character and Extent, or acquisition, leasing or sale of lands for public or semipublic housing, slum clearance, relief of congestion, or vacation camps for children.

Proposed Fire Prevention Regulations.

All Annexations, incorporations, or consolidations affecting the Town.

All Proposed or Requested changes and Amendments to the Master Plan, Official Map, Zoning, or Land Division Ordinances.

#### SECTION 7. Additional Powers and Duties

The Plan Commission shall have all additional powers and duties granted or assigned by the Town Board or by Town Ordinances. All the powers and duties granted or assigned by the Wisconsin Statutes to Town Plan Commissions and any amendments thereto are hereby granted or assigned to the Plan Commission and such Statutes are hereby adopted by reference.

#### SECTION 8. Severability and Conflict

If any section or part of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby. All other ordinances or parts of ordinances of the Town inconsistent with this Ordinance to the extent of the inconsistency only, are hereby repealed.

#### SECTION 9. Effective Date

This ordinance shall be effective after adoption and publication by the Town Board of the Town of Long Lake, Washburn County, Wisconsin.

Adopted 11<sup>th</sup> day of November, 2003  
Published 25<sup>th</sup> day of November, 2003  
Published 8<sup>th</sup> day of January, 2004

Thomas P. Dettb CHAIRS  
Town Chairperson

Edward Olson Supervisor I  
Town Supervisor

Harvey Olson Supervisor II  
Town Supervisor

Witness:

Dolores Magnus  
Town Clerk