

ORDINANCE NO. 2017-001

AN ORDINANCE TO REPEAL AND RECREATE CHAPTER 4  
OF THE CODE OF ORDINANCES OF THE TOWN OF WHEATLAND  
RELATING TO TOWN PLAN COMMISSION

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The Town Board of Supervisors of the Town of Wheatland, Kenosha County, Wisconsin, hereby repeals and recreates Chapter 4 of the Code of Ordinances of the Town of Wheatland relating to the Town Plan Commission to read as follows:

**CHAPTER IV  
TOWN PLAN COMMISSION**

**SECTION 4.00. Creation.** Pursuant to the provisions of §62.23, Wis. Stats., by virtue of §61.35, Wis. Stats., there is hereby created in and for the Town of Wheatland a Plan Commission to function in accordance with the provisions of §62.23, Wis. Stats..

**SECTION 4.10. Membership.** The composition of and appointments to the Plan Commission made prior to the date of adoption of this ordinance shall be superseded by the terms specified hereafter. The Plan Commission shall be composed of seven (7) members, as follows:

- (a) The Town Chairman who shall serve as Town Plan Commission Chairperson.
- (b) Six (6) citizen members who shall be electors in the Town who shall hold three (3) year terms and are appointed by the Town Chairman, at least three (3) of whom do not hold elected Town public positions, and who are persons of integrity and competence having knowledge and experience of planning related matters. The six (6) "citizen" members shall be appointed for staggered terms of three (3) years each, commencing on May 1 of the year of their appointment and ending on April 30. Two (2) "citizen" members shall be appointed each year. In the event of a vacancy on the Plan Commission, any replacement "citizen" member shall be appointed for the remainder of the term of the member who has vacated the Commission.
- (c) The seven (7) members of the Plan Commission shall, each year at its first meeting in May, elect a Vice Chairperson who shall preside in the absence of the Chairperson. The Town Clerk or his or her designee shall act as Secretary who shall keep minutes of Plan Commission meetings.
- (d) The Plan Commission shall hold regular meetings in the Town Hall following the Town Board meeting on the 4<sup>th</sup> Monday of each calendar month unless there is no business to conduct; and the Chairperson may call a special meeting of the Plan Commission with at least four (4) days notice prior to convening such meeting; and four (4) members present shall constitute a quorum of the Plan Commission, which is

required in order to hold any Plan Commission meeting.

(e) The Town Board, at its discretion, may appoint the full time Building Inspector as an eighth non-voting member of the Plan Commission.

(f) All appointed Plan Commission members may be reappointed to membership following the completion of their initial appointment and all vacancies on the Plan Commission shall be filled as soon as possible by action of the Town Board.

(g) All citizen members of the Plan Commission shall take the official oath of appointment set forth in §19.01, Wis. Stats.

(h) An alternate member may be appointed to the Plan Commission by the Town Chairman, subject to confirmation by the Town Board, for a three (3) year term. The alternate member shall act only when a regular member is absent or withdraws, having a conflict of interest. A Commission member who shall have a conflict of interest shall not be counted in determining a quorum and shall not participate as a Commission member in the hearing or vote concerning the determination.

SECTION 4.20 Operations. The Plan Commission shall operate and conduct business as prescribed in §62.23, Wis. Stats., more specifically:

(a) The Plan Commission shall keep a written summarized record of its proceedings, including all actions which shall require a majority of the membership present to be an affirmative vote.

(b) The Town Board may, at its discretion, extend powers to the Plan Commission such as the conduct of all public hearings concerning land use and zoning matters.

Dated at Wheatland, Wisconsin, this 24 day of April, 2017.

TOWN OF WHEATLAND

By:   
William Glembocki, Chairman

Attest:   
Sheila Siegler, Clerk