

**TOWN OF NORRIE**  
**ORDINANCE TO CREATE A TOWN PLAN COMMISSION**  
**SEPTEMBER 2025**

The Town Board of Norrie (hereafter, "Board") does ordain as follows:

**SECTION 1.00      TITLE**

This ordinance is entitled "Town of Norrie Plan Commission Ordinance" (hereafter, "Ordinance")

**SECTION 2.00      PURPOSE**

The purpose of this Ordinance is to establish a Town of Norrie Plan Commission (hereafter, "Commission") and set forth its organization, powers, and duties, in order to further the health, safety, and general welfare of current and future Town of Norrie (hereafter, "Town") residents.

**SECTION 3.00      AUTHORITY**

The Board, having been authorized to exercise its lawful Village powers, hereby establishes a seven-member Commission consistent with applicable sections of the Wisconsin Statutes.

**SECTION 4.00      MEMBERSHIP**

1. The Commission shall consist of the following seven members:
  - a. One member shall serve as Commission Chairperson
  - b. One member shall be a Town Supervisor.
  - c. The other members shall be Town residents of recognized experience and qualifications representing a cross-section of the community.
2. The following shall be appointed by the Town Chairman:
  - a. Commission Chairperson
  - b. Town Supervisor member
3. The following shall be appointed by the Commission Chairperson:
  - a. Commission Vice-Chairperson
  - b. Commission Secretary
  - c. All other Commission members
4. Official oaths shall be taken by all members in accordance with applicable Wisconsin Statutes at the first Commission meeting.
5. Commission members shall serve as volunteers.

**SECTION 5.00      TERMS**

1. The full term of service for members of the Commission shall be for a period of two years, ending September 1, 2027, unless the Commission is otherwise terminated earlier by either Board action or majority vote of Commission members.
2. Vacancies shall be filled for an unexpired term in the same manner as appointments for a full term.

## **SECTION 6.00 ORGANIZATION**

1. The Commission may adopt rules for its own governance in accordance with the provisions of this Ordinance.
2. Meetings shall be held monthly, if needed. Special meetings may be called by the Commission Chairperson subject to approval by the Town Chairman. Notice of monthly and special meetings shall be provided to the Board, all Commission members, and the general public and posted in accordance with Wisconsin Statutes related to open meetings.
3. All meetings shall be open to the public.
4. Special and Standing Committees may be appointed by the Commission Chairperson.
5. A quorum shall be four members.
6. A written record shall be kept showing all actions, resolutions, findings, determinations, transactions, and recommendations made. A copy shall be filed with the Town Clerk as a public record to be posted on the Town's website.

## **SECTION 7.00 POWERS**

1. To pay for services, supplies, equipment, and such other expenses as may be necessary and proper, not to exceed \$750 or additional amount(s), if any, as approved by the Board.
2. On the Town's behalf, to work and coordinate with any organizations or entities contracted with the Town for planning services.
3. To make reports and recommendations relating to the Town's Comprehensive Plan to public officials, agencies, utilities, other organizations, and Town residents.
4. To request available information from any public official to be furnished within a reasonable period of time.

## **SECTION 8.00 DUTIES**

The Commission shall have the following functions and duties:

1. To create and recommend a Comprehensive Plan and amendments thereto to the Board in accordance with applicable Wisconsin Statutes. Duties of the Commission shall include, but not be limited to, the following:
  - a. Working collaboratively with the North Central Wisconsin Regional Planning Commission (hereafter, "NCWRPC") consistent with the Board-approved agreement executed between the Town and the NCWRPC on June 09, 2025.
  - b. Organizing and holding at least two public "open house" meetings to present a substantially-complete draft of the Comprehensive Plan to Town residents and other interested parties. The purpose of said meetings is to inform the public and receive feedback on the draft of the Comprehensive Plan prior to its finalization.
  - c. Consider and report on matters referred to the Commission by the Board or as specified under applicable Wisconsin Statutes

**SECTION 9.00      SEVERABILITY AND CONFLICT**

If any section or part of the 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 10.00      EFFECTIVE DATE**

This Ordinance shall take effect after adoption by the Board and publication or posting as required by applicable Wisconsin Statutes.

ADOPTED this 8<sup>th</sup> day of September 2025.



Sidney G. King

Town Chairman



Jordan Liethen

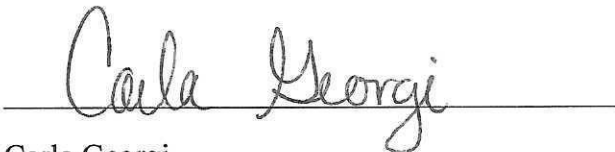
Town Supervisor



Robert J Strupp

Town Supervisor

Attest:



Carla Georgi

Town Clerk

ORDINANCE # 2025 Plan Commission