

Wabedo Township Planning Commission

Duties and Responsibilities for Planning Commissioners

May 5, 2011

The Planning Commission was originally established in 1997 and their initial assignment was to write the Comprehensive Plan for the Township. The Board of Supervisors approved this plan in May 1998. The Comprehensive Plan was updated in 2005 and again in 2009.

The Wabedo Township Planning Commission presently consists of six members who are appointed by the Wabedo Township Board of Supervisors, for a term of three years. The Planning Commission is advisory to the Board of Supervisors and serves at their direction. The Planning Commission generally meets nine times a year from March through November. Additional meetings may be called for important matters. The Planning Commission has three officers, chosen by vote of the members of the PC. These positions are Chairperson, Vice Chairperson and Secretary.

The general duties of the township planner for Wabedo Township are as follows:

- Attend and participate in regular monthly meetings
- Attend site visits with the County Board of Adjustment/Planning people, when necessary.
- Research variances, conditional use permits and land reclassification requests to determine if they meet the Comprehensive Plan of the Township.
- Write up findings of fact documents for variance requests and Conditional Use Permits.
- Attend County Board of Adjustment/Planning Commission meetings as required to support Township views.
- Attend and participate in any special meetings or any special hearings run by the township Planning Commission.
- Help in researching and rewriting the township Comprehensive Plan, when needed.
- Report recommendations of findings of fact to the Board of Supervisors when required.
- Planners will assist and support the Board of Supervisors in any way that they can.