

Referrals to Town Plan Commissions for Advisory Reports

1. Required referrals to Town Plan Commissions under sec. 62.23(5), Wis. Stats.

- (a) The location and architectural design of any public building.
- (b) The location of any statue or other memorial.
- (c) The location, acceptance, extension, alteration, vacation, abandonment, change of use, sale, acquisition of land for or lease of land for any
 - (i) street, alley or other public way;
 - (ii) park or playground;
 - (iii) airport;
 - (iv) area for parking vehicles; or
 - (v) other memorial or public grounds.
- (d) The location, extension, abandonment or authorization for any publicly or privately owned public utility.
- (e) All plats under the Town's jurisdiction under ch. 236, Wis. Stats., including divisions under a Town subdivision or other land division ordinance adopted under sec. 236.45, Wis. Stats.
- (f) The location, character and extent or acquisition, leasing or sale of lands for
 - (i) public or semi-public housing;
 - (ii) slum clearance;
 - (iii) relief of congestion; or
 - (iv) vacation camps for children.
- (g) The amendment or repeal of any ordinance adopted under sec. 62.23, Wis. Stats., including ordinances relating to: the Town Plan Commission; the Town master plan or the Town comprehensive plan under sec. 66.1001, Wis. Stats.; a Town official map; and Town zoning under village powers.

2. Required referrals under sections of the Wisconsin Statutes other than sec. 62.23(5), Wis. Stats.

- (a) An application for initial licensure of a child welfare agency or group home under sec. 48.68(3), Wis. Stats.
- (b) An application for initial licensure of a community-based residential facility under sec. 50.03(4), Wis. Stats.
- (c) Proposed designation of a street, road or public way, or any part thereof, wholly within the jurisdiction of the Town, as a pedestrian mall under sec. 66.0905, Wis. Stats.
- (d) Matters relating to the establishment or termination of an architectural conservancy district under sec 66.1007, Wis. Stats.
- (e) Matters relating to the establishment of a reinvestment neighborhood required to be referred under sec. 66.1107, Wis. Stats.
- (f) Matters relating to the establishment or termination of a business improvement district required to be referred under sec, 66.1109, Wis. Stats.
- (g) A proposed housing project under sec. 66.1211(3), Wis. Stats.
- (h) Matters relating to urban redevelopment and renewal in the Town required to be referred under subch. XIII of ch. 66, Wis. Stats.
- (i) The adoption or amendment of a Town subdivision or other land division ordinance under sec. 236.45(4), Wis. Stats.

3. Optional referrals often included in a Town Plan Commission Ordinance or requested on a case by case basis by the Town Board

- A proposed county development plan or comprehensive plan, proposed element of such a plan, or proposed amendment to such plan.
- A proposed county zoning ordinance or amendment.
- A proposed county subdivision or other land division ordinance under sec. 236.45, or amendment.
- A proposed plat or other land division under the county subdivision or other land division ordinance under sec. 236.45, Wis. Stats
- An appeal or permit application under the county zoning ordinance to the county zoning board of adjustment, county planning body or other county body.
- A proposed intergovernmental cooperation agreement, under sec. 66.0301, Wis Stats., or other statute, affecting land use, or a municipal revenue sharing agreement under sec. 66.0305, Wis. Stats.
- Any proposal, under sec. 59.69, Wis. Stats., for the town to approve general county zoning so that it takes effect in the town, or to remain under general county zoning.
- Proposed regulations or amendments relating to historic preservation under sec. 60.64, Wis. Stats.
- A proposed driveway access ordinance or amendment.
- A proposed Town official map ordinance under sec. 62.23(6), Wis. Stats., or any other proposed Town ordinance under sec. 62.23, Wis. Stats., not specifically required by the Wisconsin Statutes to be referred to the commission.
- A proposed ordinance or amendment adopted under authority separate from or supplemental to sec. 62.23, Wis. Stats., such as a Town construction site erosion control and stormwater management zoning ordinance under sec. 60.627(6), Wis Stats., and a Town exclusive agricultural zoning ordinance under subch. V of ch. 91, Wis. Stats.
- A proposed extraterritorial zoning ordinance or a proposed amendment to an existing ordinance under sec. 62.23(7a), Wis. Stats.
- A proposed boundary change pursuant to an approved cooperative plan agreement under sec. 66.0307, Wis. Stats., or a proposed boundary agreement under sec. 66.0225, Wis. Stats., or other authority.
- Any proposed plan, element of a plan or amendment to such plan or element developed by the regional planning commission and sent to the Town for review or adoption.
- Any proposed contract, for the provision of information, or the preparation of a comprehensive plan, an element of a plan or an implementation measure, between the Town and the regional planning commission, under sec. 66.0309, Wis. Stats., another unit of government, a consultant or any other person or organization.
- A proposed ordinance, regulation or plan, or amendment relating to a mobile home park under sec. 66.0435, Wis. Stats.
- A proposed agreement, or proposed modification to such agreement, to establish an airport affected area, under sec. 66.1009, Wis. Stats.
- A proposed town airport zoning ordinance under sec. 114.136(2), Wis. Stats.
- A proposal to create environmental remediation tax incremental financing in the town under sec. 66.1106, Wis. Stats.
- A proposed county agricultural preservation plan or amendment, under subch. IV of ch. 91, Wis. Stats., referred by the county to the Town, or proposed Town agricultural preservation plan or amendment.
- Any other matter required by any Town ordinance or Town Board resolution or motion to be referred to the Plan Commission.

Source: Model Town Plan Commission Ordinance, UW-Extension

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