

...Ideas for Plan Commissioners

Meet with others involved with the Town's planning

For newly appointed members as well as existing members. Meet and discuss where the plan commission should go during the next several years. What are the major, recurring issues facing the commission and the community? How has or does the commission address these issues? Is the commission split, or does it function like a team, even when members disagree on a particular issue.

Include:

- Town Board Officials
- The Village of Suring or surrounding Towns?
- County Planning Staff etc...

Review the commission agenda

Become familiar with the plans that you oversee and the regulations that guide the plan commission. The plan commission members should become very comfortable with the comprehensive planning document, zoning ordinance and subdivision regulations.

Review the rules of procedure

Each commission member should know the procedures that have been established. Each member should be familiar with the Rules of Order and proper meeting procedure. This assures the public that business is conducted in an orderly, fair and democratic manner. Also remember that court decisions will continue to influence how the plan commission conducts business. It is important for members to periodically review procedures.

Set aside time for long-range thinking and brainstorming

Periodically members should sit back and take a look at planning in the town and the future. If it is difficult to periodically get this time in, then a special meeting should be scheduled for such brainstorming. (This could be done with other jurisdictions)

Meet with the Town Board

Planning commissioners are most effective when there is good communication with the elected officials. The plan commission and town board should periodically meet to maintain the line of communication.

Continue to learn

As a plan commissioner it is important to continue to about planning and its role in the town and county. Attend workshops and training sessions and/or suggest topics of interest to county planning staff as possible workshops.

Keep meeting records

It is important to keep good records of meetings and decisions made. These records will also allow the commission to review how the legislative bodies are reacting to recommendations and recommend the need for studies, plans ordinance amendments and capitol projects.

