

TOWN OF CLAYTON
Town Plan Commission
Meeting Minutes
7:00 P.M. – on Wednesday, May 25, 2022
Town Office Meeting Room, 8348 County Road T, Larsen, WI 54947

I. Call to Order: Chair Knapinski called the meeting to order at 7:00 p.m.

A. Notice Verification, Roll

1. Pledge of Allegiance
2. Verification of Meeting Notice
3. Roll

a. Plan Commission Commissioners

Chair Knapinski	PRESENT
Commissioner White	PRESENT VIA ZOOM
Commissioner Nemecek	PRESENT
Commissioner Linsmeier	EXCUSED
Commissioner Dorow	PRESENT VIA ZOOM
Commissioner Haskell	PRESENT
Town Board Rep. Christianson	PRESENT

b. Staff

Administrator Straw	PRESENT
Clerk Faust-Kubale	PRESENT
Planner Jaworski	EXCUSED

II. Public Hearings: NONE

III. Approval of Minutes:

A. Approval of the minutes of the Wednesday, April 27, 2022 Plan Commission Meeting

MOTION:

Motion by Commissioner Nemecek

Second by Commissioner Haskell

Motion made to approve the April 27, 2022 Plan Commission Meeting Minutes with the noted correction.

Motion carried

IV. Open Forum: Town-related Matters not on the Plan Commission's Agenda: NONE

V. Correspondence:

A. None

VI. Business:

- A. Discussion/Recommendation: Plan Commission review and recommendation on a Site Plan Application submitted by JJJ2, LLC, Fox Valley Man Caves, 7577 Blacktop Way, Neenah, WI 54956 for property located at 7577 Blacktop Way, Neenah, WI 54956 specifically described as Tax ID #006-0895-06 being part of the Northwest ¼ of the Northwest ¼ of Section 36, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

Site Location: The property is located at 7577 Blacktop Way, Neenah, WI 54956 specifically described as Tax ID #006-0895-06 being part of the Northwest ¼ of the Northwest ¼ of Section 36, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

Applicant(s): JJJ2, LLC
Fox Valley Man Caves
7577 Blacktop Way
Neenah, WI 54956

Property Owner(s): JJJ2 LLC
1991 West Wisconsin Avenue
Appleton, WI 54914

Consultant: Craig Locy (S2940)
CRL Surveying LLC
N1674 Medina Drive
Greenville, WI 54942

Property Information:

1. The surrounding properties are zoned:
 - a. **North:**
A-2 (General Agriculture District), R-1 (Rural Residential District), and R-2 (Suburban Residential District).
 - b. **South:**
I-1 (Light Industrial District), B-2 (Community Business District), B-3 (General Business District), and A-2 (General Agricultural District)
 - c. **East:**
A-2 (General Agriculture District) and A-2 (General Agricultural District with a Conditional Use)
 - d. **West:**
A-2 (General Agriculture District), and R-1 (Rural Residential District)

Property Information Specific to Tax ID# 006-0895-06:

1. The property is owned by JJJ2 LLC, 1991 West Wisconsin Avenue, Appleton, WI 54914.
2. The Lot is 13.99 acres in size.
3. The property is in the Neenah School District (3892).
4. The property is in the Department of Natural Resources Special Well Casing area.
5. The property is not in any sanitary district.
6. The property is currently zoned I-1 (Light Industrial District) by the Town.
7. The portion of the property within approximately 90 ft. of State Rd 76 is in the County Shoreland Zoning 300-foot buffer; Zoned A-2 (General Agriculture District) by Winnebago County.
8. The property is in the City of Neenah Extra Territorial Zoning District.
9. The property is out of the County's Floodplain Zoning Area.
10. The property does not have a navigable stream.
11. The property does not contain mapped wetlands, but a majority of the property contains wetland indicators per the Wisconsin DNR Surface Water Data Viewer.
12. The property is not located in Outagamie County Airport Zoning.
13. The Future Land Use Plan designates this property as "Business/Light Industrial/Planned Unit Development".
14. The current land use is consistent with the Town's adopted Land Use Plan.
15. The proposed land use is consistent with the Future Land Use Plan.
16. The property has a 50-foot DOT setback from the State Rd 76 right-of-way.

Project History

This project is phase 2 of the development conditionally approved and constructed adjacent to the south of the subject property. Phase 1 was conditionally approved in April 2019 and again in August 2020.

The petitioner has provided the enclosed plans and materials. The proposed "personal storage facility" use is a permitted use in the property's I-1 district. A total of 18 private storage units are proposed in this phase 2 (Units 7 – 12, 31 – 36, & 50 – 55). Units 7 – 12 are proposed to be 40' x 40' buildings. Units 31 – 36 and 50 – 55 are proposed to be 40' x 64' buildings. 30' wide internal drives, surfaced with bituminous pavement, are proposed for access to each unit. Phase 2 will be served by one shared private well. Each unit will be served by individual private holding tanks. The submitted plans show compliance with all dimensional requirements for the I-1 district.

A "Declaration of Condominium for Man-Cave Storage Condominium" was recorded in the County Register of Deeds for Phase 1 and is included in your packet.

Special Standards for Personal Storage Facilities

Personal storage facility land uses are subject to the special standards outlined in Section 9.08-402 of the Town Zoning Code of Ordinances. Per the plans and materials submitted, the proposed development complies with the requirements of Section 9.08-402. A number of requirements of this code section are included in the suggested conditions section of this memo.

Special Site Design Principles and Architectural Standards

Personal storage facility land uses are subject to the special site design principles and architectural standards outlined in Article 8, Division 8 of the Town Zoning Code of Ordinances. This section of the ordinance makes reference to the following attachments of the zoning code:

- Attachment B, Horizontal Site Design Standards
- Attachment C, Architectural Design Standards
- Attachment D, Architectural Design Zones
- Attachment E, Landscape Design Standards
- Attachment F, Environmental and Energy Efficiency (E³) Guidelines

Per Attachment D, this property is not located in the Zone A or Zone B architectural design zones. Therefore, by default, this property is located in the “Business Fringe Zone”.

Horizontal Site Design Standards (Attachment B)

Driveways

No new driveways to a public road are proposed. Access to the site is proposed via the existing drives in phase 1 of this development.

Stormwater & Erosion Control

Stormwater management and erosion control plans were completed by Harris & Associates Inc., McMahon Associates Inc., and CRL Surveying. Winnebago County and the Wisconsin Department of Natural Resources regulate stormwater management and erosion control in the Town. Stormwater is proposed to be managed via a stormwater detention pond located adjacent to the north of 7578 State Rd 76 (PIN 006-0897-04) and adjacent to the east of State Rd 76. Winnebago County approved the stormwater management and erosion control plans on April 13, 2022. The applicant applied for a DNR stormwater/erosion control permit on May 3, 2022. A copy of the approval letter dated April 13, 2022 (from Gary E. Raasch of R.A. Smith Inc. on behalf of Winnebago County) is included in your packet.

Wetlands

The property does not contain mapped wetlands, but a majority of the property contains wetland indicators per the Wisconsin DNR Surface Water Data Viewer. Per Kara Brooks, WDNR Wetland Delineation Coordinator, no wetland delineation is required.

On-Site Wastewater Treatment

On-site wastewater treatment or private on-site wastewater treatment systems (POWTS) are regulated by Winnebago County. County Sanitary Permits will need to be obtained prior to occupancy of any building with wastewater generating facilities (e.g., sinks, toilets, etc.). Each proposed building shown on the site plan is proposed to be served by its own private holding tank as shown on the site plan.

Private Well Construction

Wells are regulated by the Wisconsin Department of Natural Resources. One shared private well is proposed to serve the entire phase 2 development. The shared private well location is identified on the site plan between Units 7 and 36. Per the applicant, application will be completed by well driller and sent for approval after Town approval of the Site Plan.

Architectural Design Standards (Attachment C)

The subject property is in the Town's Business Fringe Zone per Attachment D, Architectural Design Zones.

Exterior Wall Materials

The proposed exterior wall materials are the same as the exterior wall materials approved for Phase 1 of this development. The proposed exterior wall material is 29 gauge ribbed metal wall panel, which is proposed to cover 100% of the exterior wall surfaces.

Section A. (4) (a) states:

“Acceptable Exterior Building Materials shall cover 33 percent or more of wall surfaces facing a front-yard setback, 25 percent or more of wall surfaces facing a side-yard setback. Those areas deemed to be of limited exposure to the general public percentages may be lowered so long as the intent of this provision is maintained. Additional limitation to public view may be achieved by building location, orientation, additional landscaping or additional screening.

For those uses that require the location of exposed overhead or coiling doors, and not allow for the aggregate percentages to be achieved, acceptable building materials may be lowered to accommodate their necessity. The Town Board has the authority to approve additional landscaping, acceptable material in other areas, screening, environmental and energy efficiency provisions, a reduction in the number of doors and building location within the parcel to maintain the ascetic value of the area.”

“Acceptable exterior building materials” listed in Attachment C include the following:

- Clay or masonry brick
- Natural or manufactured stone
- Decorative concrete masonry (sealed) with color consistent with design theme.
- Poured-in-place, tilt-up or precast architectural concrete (shall have stone, texture or coating appearance consistent with design theme)
- Glass curtain walls
- Other materials as approved

The proposed ribbed metal panels are not specifically listed as an “acceptable exterior building material”. In order to address this issue, the Town may:

1. Require the applicant to comply with minimum code requirements;

2. Lower the percentage of front and side wall surfaces needing to be covered with acceptable exterior building materials due to limited exposure to the general public; or
 3. Consider metal wall panels as an acceptable exterior building material (via other materials as approved provision), which would make the plan compliant as proposed.
- The Town may approve the building plans as proposed via #2 and/or 3 above.

Again, the proposed exterior wall materials are the same as the exterior wall materials approved for Phase 1 of this development. The Town may approve the exterior wall materials as proposed or may require the applicant to comply with ordinance requirements.

Roofing Materials

The proposed roofing materials are the same as the roofing materials approved for Phase 1 of this development. The proposed roofing materials is 29 gauge ribbed metal roof panel, which is an acceptable roofing material per Attachment C. Per Attachment C, the proposed roof material shall have a Solar Reflective Index (SRI) of 29 or higher. This SRI requirement is included in the suggested conditions section of this memo. A color palate for the roofing materials and SRI ratings for each color are included with this memo.

Landscape Design Standards (Attachment E)

The subject property is in the Town's Business Fringe Zone per Attachment D, Architectural Design Zones.

A Landscape Plan was submitted with the application which identifies 27 trees and 74 shrubs, further broken down as follows:

- 7 Box Elder/shade trees
- 20 Arborvitae/conifer trees
- 54 Spiraea shrubs
- 20 Arborvitae shrubs

Grounds Landscaping:

Per Section G. (1) (e) 1) (b), the following grounds landscaping is required:

- One (1) shade tree, conifer or ornamental tree for every 4,500 square feet of developed area. Ornamental trees may comprise up to fifty (50) percent of the total number of trees with conifers being at least fifteen percent of the total number of trees.
- One (1) understory shrub for every one thousand (1,000) square feet of developed area.

"Developed area" is the total impervious surface area of the development/project. Per the Stormwater Management Plan, 83,455 sq. ft. (1.92 ac. +/-) of roof and paved areas are proposed with this project. Therefore, the following minimum grounds landscaping would be required for compliance with Section G. (1) (e) 1) (b):

- 19 shade trees, conifer or ornamental trees.
- 84 understory shrubs.

Section H allows for substitutions and modifications, as follows:

- (1) *To meet unique site design conditions or to overcome obstructions, conflicts or other factors, the Town Administrator may approve planting substitutions as described below:*
- (a) *Two ornamental trees may be substituted in place of one shade tree.*
 - (b) *Two evergreen trees may be substituted in place of one shade tree.*
 - (c) *One evergreen tree may be substituted in place of five shrubs.*
 - (d) *One shade tree may be substituted in place of ten shrubs.*

If the Town allows for substitutions and modifications as allowed per Section H described above, the proposed landscaping plan meets the minimum grounds landscaping requirements of Section G. (1) (e) 1) (b).

Building Landscaping:

Per Section G. (1) (e) 2) (c), the following building landscaping is required:

- 100% of the building façade facing all public streets must be landscaped with a variety of appropriate plant materials in a mulched bed a minimum of 6' wide measured from building façade.

The Town may waive this requirement. Since the proposed buildings will be greater than 500 ft. from any public street, it is my suggestion that the Town waive this requirement.

Environmental and Energy Efficiency (E3) Guidelines (Attachment F)

The E3 standard is strongly recommended, but not required. Per review of the application materials, the following E³ components are included in this development:

- Roof heat island
- Storm sewer piping
- Minimize impervious surfaces

Outdoor Storage of Equipment, Products, & Materials

No outdoor storage of equipment, products, or materials is proposed.

Storage of Waste/Trash and Recyclables

No communal storage of waste/trash/recyclables is proposed. Each Unit owner is responsible for proper disposal of waste/trash/recyclables.

Lighting

A lighting plan was submitted identifying 3 wall-mounted light fixtures on each building. The Landscape Plan identifies corner street lights, but per an email from Jay Garrow dated May 9, 2022, the corner street lights will be eliminated from the Site Plan altogether. Section 9.08-210 states:

“No exterior lighting, whether freestanding or mounted on a building or structure, shall be reflected or produce unreasonable glare beyond the parcel boundaries... The exterior lighting

shall state the dispersion pattern, intensity of light, and cut-off shielding that reflects light downward and in which the light source is not visible from adjacent properties. No undue lighting shall extend beyond the property lines”

The proposed wall-mounted fixtures and photometric plan for these fixtures complies with code requirements.

Signage

No new signage is proposed.

Staff Comments, Recommendation, & Suggested Conditions:

Issues needing to be addressed:

1. Exterior wall materials (*may be approved as proposed*)
2. Landscaping (*may be approved as proposed*)

Recommendation & suggested conditions:

If the Town determines that the exterior wall materials and landscaping are acceptable, staff recommends conditional approval of the Site Plan Application.

The following are possible conditions of approval that may be relevant to ensure compliance with ordinance requirements. Conditions 6 through 10 and 12 through 14 below are conditions that were placed on the Phase 1 development that may be relevant to Phase 2.

1. The project shall comply with all applicable local, state, and federal codes/ordinances. This includes obtaining permit/approval from the Wisconsin Department of Natural Resources for the shared private well.
2. No unit shall be used to store explosives, toxic substances, hazardous materials, or radioactive materials; as required per Section 9.08-402(d) of the Town of Clayton Zoning Code of Ordinances.
3. No portion of the site shall be used for commercial fabrication, repair, or any similar use or for human habitation; as required per Section 9.08-402(e) of the Town of Clayton Zoning Code of Ordinances.
4. Stormwater Management/Erosion Control Permit shall be obtained from the Wisconsin Department of Natural Resources prior to commencing land disturbing activities and/or construction.
5. The Solar Reflective Index (SRI) of roof materials shall be 29 or higher.
6. The applicant shall work with Town Fire Department staff to site and provide the design requirements for a hydrant on the proposed storm water management pond.

7. A Knox Box security system shall be installed on each building to give the Fire Department restricted access to the building.
 8. A Condo Association Agreement shall provide for the Town to access the storm water management pond to perform maintenance if the Condo Association fails to properly maintain the pond; and the agreement shall provide for the Town to special assess the cost of any storm water management pond maintenance to the Condo Association.
 9. The Condo Association Agreement must be recorded with the Winnebago County Register of Deeds prior to the issuance of any building permits.
 10. No external storage is allowed at any of the buildings.
 11. The corner street lights are not approved as part of this Site Plan Approval and shall not be installed unless prior approval from the Town of Clayton is obtained.
 12. No Signage may be placed on the STH “76” frontage.
 13. Signage on the individual condo units is limited to a wall sign only which follows the Town’s adopted Zoning Code as it relates to signs.
 14. Any substantial changes and/or additions to the site plan and/or building plans shall be reviewed and approved by the Plan Commission and Town Board in accordance with the requirements of Article 8, Division 8, Special Site Design Principles and Architectural Standards, of the Town of Clayton Zoning Ordinance. Determination of whether a change or addition is substantial shall be at the discretion of the Town Administrator.
- Amos Ihde, 7834 State Rd 76, Neenah, WI 54956 spoke regarding the drain tile that serves 7 properties in the immediate area of the JJJ2 Blacktop Way property. Mr. Ihde expressed concern that in this phase and future phases the tile could be disrupted and cause drainage issues to neighboring properties.
 - Commissioner Haskell expressed appreciation for the more complete Site Plan for the Commission’s review.

MOTION:**Motion by:** Commissioner Haskell**Second by:** Commissioner Dorow

Motion made to recommend approval to the Town Board the Site Plan Application submitted by JJJ2, LLC, Fox Valley Man Caves, 7577 Blacktop Way, Neenah, WI 54956 for property located at 7577 Blacktop Way, Neenah, WI 54956 with the following conditions:

1. The project shall comply with all applicable local, state, and federal codes/ordinances. This includes obtaining permit/approval from the Wisconsin Department of Natural Resources for the shared private well.

2. No unit shall be used to store explosives, toxic substances, hazardous materials, or radioactive materials; as required per Section 9.08-402(d) of the Town of Clayton Zoning Code of Ordinances.
3. No portion of the site shall be used for commercial fabrication, repair, or any similar use or for human habitation; as required per Section 9.08-402(e) of the Town of Clayton Zoning Code of Ordinances.
4. Stormwater Management/Erosion Control Permit shall be obtained from the Wisconsin Department of Natural Resources prior to commencing land disturbing activities and/or construction.
5. The Solar Reflective Index (SRI) of roof materials shall be 29 or higher.
6. The applicant shall work with Town Fire Department staff to site and provide the design requirements for a hydrant on the proposed storm water management pond.
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8. A Condo Association Agreement shall provide for the Town to access the storm water management pond to perform maintenance if the Condo Association fails to properly maintain the pond; and the agreement shall provide for the Town to special assess the cost of any storm water management pond maintenance to the Condo Association.
9. The Condo Association Agreement must be recorded with the Winnebago County Register of Deeds prior to the issuance of any building permits.
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14. Any substantial changes and/or additions to the site plan and/or building plans shall be reviewed and approved by the Plan Commission and Town Board in accordance with the requirements of Article 8, Division 8, Special Site Design Principles and Architectural Standards, of the Town of Clayton Zoning Ordinance. Determination of whether a change or addition is substantial shall be at the discretion of the Town Administrator.

Motion carried.

- B. Review and Discussion: Plan Commission review and discussion the Town's Comprehensive Plan updates including Goals, Objectives, Needs, and Directives, pertaining to Housing and Economic Development.

Chair Knapinski welcomed the members of the Parks & Trails Committee present for the meeting, hoping that they will find this valuable as they have been asked to contribute more to the Comprehensive Plan update process. Eric Fowle, Cedar Corp Representative, distributed a map that he and Planner Jaworski drafted based on notes taken from the previous workshop meeting which addressed Transportation and Community Facilities. This map served as a visual reference only during the discussion.

Mr. Fowle summarized the "Housing Demand" portion of Part 1: Housing of the Comprehensive Plan, noting that while the demand slowed in 2008 it has since picked up and is a very different market now than when the Comprehensive Plan was implemented in 2016. Mr. Fowle felt that the points stated regarding decline in size of households, increase in proportion of one- and two-person households, as well as the attraction to neighborhood type developments would still be relevant.

Chair Knapinski asked of Mr. Fowle if the large lot style developments very prevalent in the Town are falling out of favor now, acknowledging that the current average 1-acre lots in the Town will also be costly to bring sewer and water utility to. Chair Knapinski also asked when looking at the East side of Town if traditional subdivisions may be favored, or some other type of residential development. Mr. Fowle noted there is not any good, hard data numbers yet, as the trend change moving away from larger lot style developments has developed rather rapidly in the last few years. Mr. Fowle did say the data shows an overall housing shortage, but especially in the "affordable" housing market – meaning homes costing not more than 30% of the household income. Mr. Fowle pointed out in the Hwy 10/Hwy 76 corridor there may be opportunities for denser housing plans, incorporating townhomes, duplexes, triplexes, etc.

As part of the discussion relating to housing development, the Commissioners and Mr. Fowle highlighted design as being a critical factor in development. Mr. Fowle noted that when other communities had done a visual exercise on housing with respect to proposed new developments, overwhelmingly the results came back showing designs mimicking the older and more established buildings were favored. Commissioner Haskell also noted that in many instances the Commission refers to the Town as a "clean slate" and this is yet another aspect that can be used to differentiate the Town from other neighboring communities.

Administrator Straw wondered with the rising cost of supplies and construction, how might that play into the "affordable" housing development plans. Mr. Fowle affirmed there are many variables outside of Town control, but things that could be addressed by the Town would include:

- Lot size
- Lot coverage requirements
- Accessory building requirements/restrictions
- Minimum building size – currently 1,000 sq. ft.

Chair Knapinski wondered how to best court this type of developer/development to the Town. Mr. Fowle noted that many communities offer incentives for the type of development they would like to see. In a case like this, offering incentives for residential development, as subdivisions are quite costly, may be a future consideration. Commissioner Haskell noted that there have been instances in larger cities of buying multiple smaller lots and combining them to build a larger home, somewhat negating the idea of smaller lots to build smaller houses. Chair Knapinski noted that would be a concern to work through with any developer, and Mr. Fowle concurred that it would be ultimately an administrative issue. Administrator Straw noted that, currently, any parcels being combined in the Town would need to have a Certified Survey Map completed, and they are presented to the Plan Commission for review and recommendation.

The Commissioners noted that on the East side of Town in particular a greater mix of housing options should be considered, noting there is a finite amount of land in the Town and the aim would be for maximum utilization of that land for environmental, tax, infrastructure, etc. benefits to the Town. Mr. Fowle noted for future discussion that the definition of “single family” may need to be reviewed and broadened when looking towards future housing development to incorporate various lot and home sizes.

Chair Knapinski turned the conversation briefly towards Larsen, and how it will be viewed as a part of the Comprehensive Plan. Chair Knapinski noted a community desire to preserve it in a rural village setting and try to entice more business development to come back into Larsen, as well as more housing opportunities.

Finally, regarding the Part 1: Housing objectives relating to Town greenspaces, Chair Knapinski reiterated the Commission’s hope that the Parks & Trails Committee would be able to assist in reviewing both existing and possible future parks, trails, and greenways in the Town. The Commission is hoping that the Town will continue to provide a good system of connected greenways, parks, and trails so that residents don’t have to exclusively drive to reach a destination. Some considerations mentioned by Parks & Trails Committee Members Fred Ebbesen 3689 Country Woods Ct, Neenah, WI 54956; and Nancy Harrity-Irvine 3022 Windfield Dr Neenah, WI 54956; were the difficulties in crossing Hwy 76, connecting to existing neighborhoods, and how residents may be using these parks/trails/greenways. Commissioner Haskell brought to the attention of the attending Committee Members that all subdivisions created in the last 15 years in the Town are mandated to have a trail system built within. Administrator Straw noted that the maintenance of those trails is done by the respective subdivision Homeowners Associations. Chair Knapinski also noted that the Town submitted an application to ECWRPC Technical Assistance to outline possible biking and pedestrian trails, but the Town has not received word if that has been awarded. Administrator Straw also noted that due to the construction Neenah High School, the Town has been approached about continuing/extending the trail on Larsen Rd to Westridge Golf Course.

Moving on to the Economic Development portion, Chair Knapinski noted that there have been a number of changes because of the special use district. The Hwy 10/76 Corridor plan was implemented, but the Commission noted revisiting plans for industrial development that was originally planned for the Hwy 10/76 Corridor may need to be addressed in a different target area. Chair Knapinski pointed out that on County Rd II heading East currently has large tracts of land for sale. Chair Knapinski also noted that because there is a variety of residential,

business, etc. in that area a future plan may need to be better defined for that area. Chair Knapinski also noted the need to revisit the Corridor Plan for Hwy 76 similarly to the Hwy 10/76 plan to develop a better idea of what the Town would like future development to look like, while also incorporating the varying types of existing business & residential sites.

Mr. Fowle noted the West side of Town would be prime for consideration for renewable energy opportunities, like solar which the Commission has previously discussed and sought information on. Administrator Straw noted that broadband installation is coming as a part of the construction of the new Neenah High School. Mr. Fowle noted that the TID that was developed in the Town was not part of the 2016 Comprehensive Plan, but may be a consideration in this update, as well as more conversations around grants and other funding resources for anticipated or desired projects.

NO ACTION TAKEN

VII. Upcoming Meeting Attendance

A. Plan Commission Comp Plan Meeting June 22, 2022 at 7:00 p.m.

VIII. Adjournment

MOTION:

Motion by: Commissioner Haskell

Second by: Town Board Rep. Christianson

Motion to Adjourn the meeting at 8:30 p.m.

Motion carried

Respectfully submitted,
Kelsey Faust-Kubale, Clerk