

TOWN OF CLAYTON
Plan Commission
Meeting Agenda **AMENDED**
7:00 P.M. on Wednesday, June 08, 2022
Town Hall Meeting Room, 8348 County Road T, Larsen, WI 54947

I. Call to Order:

- A. Pledge of Allegiance
- B. Verification of Notice
- C. Verification of Meeting Roll

II. Public Hearings:

- A. Plan Commission Public Hearing on a Conditional Use Application submitted by Bayland Buildings, Inc., for property owned by H & W Real Estate, LLC, 4123 County Road II, Larsen, WI 54947, specifically described as Tax ID # 006-0527-04, being part of the Northeast ¼ of the Northeast ¼ of Section 20, Town 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

III. Approval of Minutes:

- A. Approval of the minutes of the Wednesday, May 11, 2022 Plan Commission Meeting

IV. Open Forum - Public comments addressed to the Plan Commission.

Individuals properly signed in may speak directly to the Plan Commission on non-repetitive Planning and Zoning matters whether on or not on the agenda. Commenters must wait to be called, must speak from the podium, directing their comments to the Commission. Comments must be orderly, and will be limited to a maximum of 2 minutes per person. ***Public comment is not permitted outside of this public comment period.*** **Note:** The Commission's ability to act on or respond to public comments is limited by Chapter 19, Wis. Stats. Please complete the "Request to Speak at Meeting" form located on the agenda/sign-in table and submit the form to the Town Clerk for in-person attendance.

V. Correspondence:

- A. Distribution of the May 2022 Building Inspector Report.

VI. Business:

- A. Review/Recommendation: Plan Commission review and recommendation on a Conditional Use Application submitted by Bayland Buildings, Inc., for property owned by H & W Real Estate, LLC, 4123 County Road II, Larsen, WI 54947, specifically

described as Tax ID # 006-0527-04, being part of the Northeast ¼ of the Northeast ¼ of Section 20, Town 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

- B. Review and Discussion: Plan Commission review and discussion of the Parks & Trails Committee's (formerly the Green Space Committee) function and future responsibilities to planning efforts.
- C. Review and Discussion: Plan Commission update on the Planning Initiatives for CY 2022 including discussion on next steps.
- D. Review and Discussion: Plan Commission review and discussion on the development of Design Standards including Site Plan Review procedures and requirements.
- E. Review and Discussion: Plan Commission review and discussion on a Town Policy outlining review guidelines for changes that occur to Site Plans after approved by the Plan Commission and Town Board.

VII. Upcoming Meeting Attendance

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

VIII. Adjournment

Respectfully submitted,
Dick Knapinski, Plan Commission Chair

Pursuant to Wisconsin Statute 19.84 (2) and (3) notice is hereby given to the public and the media that two or more members of any or all Boards, Commissions, and Committees of the Town of Clayton, may attend the meeting of the Plan Commission in order to gather information. For purposes of the Open Meetings Law only; attendance at a meeting by a quorum of members of the Town Boards, Commissions, and Committees constitutes a meeting of the Board, Commission, or Committee, pursuant to *Badke Vs. Village Board of Village of Greendale*, 173 Wis2d 553, 494 NW2d 408 (1993), and must be noticed as such, although it is not contemplated that any formal action by those bodies will be taken. The only business to be conducted is for Plan Commission action.

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please call the Town Office at 920.836.2007 during regular office hours.

This agenda has been posted at the following locations in the Town of Clayton:

1. The Town Hall Posting Board – 8348 CTR “T” Larsen WI 54947
2. The Town's Web Page – www.claytonwi.govoffice3.com