

TOWN OF CLAYTON  
Town Plan Commission  
Meeting Minutes  
7:00 P.M. – on Wednesday, November 30, 2022  
Town Office Meeting Room, 8348 County Road T, Larsen, WI 54947

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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 Ketter	PRESENT
Commissioner Nemecek	PRESENT
Commissioner Dorow	PRESENT VIA ZOOM
Commissioner Haskell	PRESENT
Commissioner VACANT	
Town Board Rep. Christianson	PRESENT

b. Staff

Administrator Wisnefske	PRESENT
Clerk Faust-Kubale	PRESENT
Treasurer Zolp	PRESENT
Town Planner Jaworski	PRESENT

II. Public Hearings: NONE

III. Approval of Minutes:

A. Approval of the minutes of the Wednesday, October 26, 2022 Plan Commission Meeting

**MOTION:**

**Motion by** Commissioner Haskell

**Second by** Commissioner Nemecek

**Motion made** to approve the October 26, 2022 Plan Commission Meeting Minutes as presented.

**Motion carried** by unanimous voice vote.

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

V. Correspondence:

A. Distribution of Administrative Comments following the completion of the Comprehensive Plan Citizen Opinion Survey.

- Chair Knapinski noted the cost was approximately \$1,500.00.

B. Distributions of “Going Off-Grid” from Insight on Manufacturing Magazine.

- Planner Jaworski noted these microgrid opportunities are a developing technology that the Commissioners may want to consider for future developments.

VI. Business:

- A. Review/Recommendation: Plan Commission review and recommendation on purchasing of gift cards for the Comprehensive Plan Update Citizen Opinion Survey incentive.

The Commissioners advised the 5 gift cards should be purchased from the local BP station and requested that Staff make the purchase and contact the selected respondents.

**STAFF WILL PURCHASE GIFT CARDS AND CONTACT RESPONDENTS.**

- B. Review/Discussion: Plan Commission review and discussion on results of the Comprehensive Plan Update Citizen Opinion Survey.

The Commissioners reviewed the results of the Citizen Opinion Survey with Mr. Fowle and Planner Jaworski of Cedar Corp. Mr. Fowler noted that the response rate was tremendous. Highlights of the summary discussed by the Commissioners were: 1/3 of respondents were retired, 1/3 of respondents thought there should be more housing development of under 1,300 sq ft homes; and a majority of respondents were in favor of more biking facilities. Planner Jaworski noted the desire for no new job creation in the Town to be surprising, but the Commissioners pointed out the perception that there are many existing jobs in the Fox Valley so the need may not be perceived to be great within the Town. Chair Knapinski noted that taking the top 5 – 10 concurrences from the results and addressing them in the Comprehensive Plan changes already being discussed may be something to consider moving forward.

**DISCUSSION ITEM ONLY – NO ACTION TAKEN.**

- C. Review/Discussion: Plan Commission review and discussion on the proposed Tiered Future Land Use Map.

The Commissioners continued discussions regarding the proposed tier map. The Commissioners further evaluated the proposed boundaries of the tiers, and proposed changes for review at the next meeting setting more distinct borders between Tiers 1 & 2 as the urbanizing and transitional tiers, and Tier 3 as the more rural area. The Commissioners discussed the place for Working Lands in Tiers 2 and 3, and what (if any) commercial developments would be appropriate in Tier 2. The Commissioners discussed a possible percentage cap for population growth in each tier, similar to a plan implemented in Village of Greenville. The Commissioners asked for more information on that particular plan, and will revisit discussion at a future meeting.

**DISCUSSION ITEM ONLY – NO ACTION TAKEN**

- D. Review/Discussion: Plan Commission review and discussion on designation and implementation methods including A-1 and A-2 zoning.

The Commissioners preliminarily discussed how to address Winnebago County phasing out the A-1 zoning designation within Town zoning. Chair Knapinski noted that Village of Greenville has created some type of agricultural zoning, but the Commissioners would need more information before making a recommendation for changes.

**DISCUSSION ITEM ONLY – NO ACTION TAKEN**

VII. Upcoming Meeting Attendance

- A. Plan Commission Meeting December 14, 2022 at 7 pm.
- B. Site Plan Review Ad Hoc Committee Meeting December 15, 2022 at 5 pm.
- C. Plan Commission Comp Plan Meeting December 28, 2022 at 7 pm – **POSTPONED TO JAN 25, 2023**

VIII. Adjournment

**MOTION:**

**Motion by** Commissioner Haskell  
**Second by** Commissioner Nemecek

**Motion** to Adjourn the meeting at 8:43 p.m.

**Motion carried** by unanimous voice vote.

Respectfully submitted,  
Kelsey Faust-Kubale, Clerk