

TOWN OF CLAYTON
 Site Plan Review Ad Hoc Committee Meeting Minutes
 5:00 P.M. on Tuesday, January 17, 2023
 Municipal Meeting Room, 8348 County Road T, Larsen, WI

I. Call to Order: Committee Chair Haskell started the meeting at 5:01 pm

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

a. Ad Hoc Committee Members

Committee Chair Haskell	PRESENT
Committee Member Krautkramer	PRESENT
Committee Member Jochman	ARRIVED 5:02 PM
Committee Member Pellegrini	PRESENT
Committee Members Hamblin	ABSENT
Board Representative Grundman	PRESENT

b. Town Staff

Administrator Wisnefske	PRESENT
Clerk Faust-Kubale	PRESENT
Code Administrator Kussow	PRESENT

II. Public Hearings: NONE

III. Approval of Minutes:

- A. Approval of the minutes of the Thursday, December 15, 2022 Ad Hoc Committee Meeting.

MOTION:

Motion by Representative Grundman

Second by Member Krautkramer

Motion to approve the Thursday, December 15, 2022 Ad Hoc Committee Meeting minutes as presented.

Motion carried by unanimous voice vote.

IV. Open Forum: Town-related Matters not on the Ad Hoc Committee's Agenda: **NONE**

V. Business:

A. Discussion/Action:

Site Plan Ad Hoc Committee discussion & recommendation on amendments to the following sections of Chapter 9, Town of Clayton Zoning Ordinance: Article 7, Division 13: Site Plan; Article 8, Division 3: Allowable Land Uses; Article 8, Division 8: Special Site Design Principles and Architectural Standards; Attachment B: Horizontal Site Design Standards; Attachment C: Architectural Design Standards; Attachment D:

Architectural Design Zones; Attachment E: Landscape Design Standards; and Attachment F: Environmental and Energy Efficiency Guidelines.

The Committee Members reviewed the Summary of Recommendations prepared by Code Administrator Kussow and recommended some slight amendments to the summary document before presenting it to the Plan Commission.

MOTION:

Motion made to approve the Summary of Recommendations with the discussed changes and direct Staff and the Committee Chair to present them to the Plan Commission for consideration.

Motion carried by unanimous voice vote.

VI. Upcoming Meeting Attendance

VII. Adjournment

MOTION:

Motion by Representative Grundman

Second by Member Krautkramer

Motion to adjourn sine die at 5:40 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,
Kelsey Faust-Kubale, Clerk