

**TOWN OF CLAYTON**  
**Plan Commission Meeting Agenda**  
**Wednesday, February 22, 2023 7:00 pm**  
**Town Hall Meeting Room, 8348 County Road T, Larsen, WI 54947**

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- I. Call to Order:
- A. Pledge of Allegiance
  - B. Verification of Notice
  - C. Verification of Meeting Roll
- II. Public Hearings: NONE
- III. Approval of Minutes:
- A. Approval of the minutes of the Wednesday, January 25, 2023 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: NONE
- VI. Business:
- A. Review/Discussion: Plan Commission review & discussion on proposed revisions to update Part 3 of the Town of Clayton Comprehensive Plan: "Park and Open Space Plan 2016-2020" recommended by the Parks & Trails Committee.
  - B. Review/Discussion: Plan Commission review & discussion on updates to the Town of Clayton Comprehensive Plan, including development tiers, revising of Chapter 7: Comprehensive Outdoor Recreation Plan, utilities & community facilities.
  - C. Review/Discussion: Plan Commission review & discussion on the timeline for completion of the Comprehensive Plan Update.
  - D. Review/Discussion: Plan Commission review & discussion on defining "flex space" within the Town Zoning Code of Ordinances.
- VII. Upcoming Meeting Attendance
- 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](http://www.claytonwi.govoffice3.com)

**UPCOMING MEETINGS (all begin at 7:00 p.m. unless specified)**  
**(Parks & Trails Committee Meetings are scheduled to start at 5:00 p.m.)**

| <a href="http://www.townofclayton.net">www.townofclayton.net</a> | Mar 2023 | Apr 2023 | May 2023 |
|--|----------|----------|----------|
| Town Board Meeting   | 1 and 15 | 5 and 19 | 3 and 17 |
| Plan Commission  | 8        | 12       | 10       |
| Parks & Trails Committee   | 8        | 12       | 10       |