

TOWN OF CLAYTON  
 Town Plan Commission Meeting Minutes  
 7:00 PM Wednesday, March 22, 2023  
 Town Hall 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. Pledge of Allegiance

B. Verification of Notice

C. Verification of Meeting Roll

a. Commissioners

Chair Knapinski PRESENT

Commissioner Ketter PRESENT

Commissioner Nemecek PRESENT

Commissioner Dorow ABSENT

Commissioner Haskell PRESENT

Commissioner VACANT

Town Board Rep. Christianson PRESENT

b. Staff

Administrator Wisnefske PRESENT

Clerk Faust-Kubale PRESENT

Planner Jaworski PRESENT

Code Administrator Kussow PRESENT

II. Open Forum – Town-related Matters not on the Plan Commission’s Agenda: **NONE**

III. Business:

A. Review/Discussion:

Plan Commission review & discussion on defining/regulating “flex space” within the Town Zoning Code of Ordinances & draft code amendments relating to Site Plan Review.

**NO ACTION TAKEN – DISCUSSION ITEM ONLY**

B. Review/Recommendation:

Plan Commission review & discussion on a Public Information Meeting to be held regarding the Comprehensive Plan Update.

**NO ACTION TAKEN – DISCUSSION ITEM ONLY**

C. Review/Recommendation:

Plan Commission review & discussion on updates to the Town of Clayton Comprehensive Plan including development tiers, utilities, community facilities, & branding.

**NO ACTION TAKEN – DISCUSSION ITEM ONLY**

IV. Upcoming Meeting Attendance

A. Annual Meeting of the Town’s Electors – April 18, 2023 7 pm.

B. Annual Reorganizational Meeting – April 19, 2023 7pm.

V. Adjournment

**MOTION:**

**Motion by** Commissioner Haskell

**Second by** Commissioner Nemecek

**Motion** to Adjourn the meeting at 8:34 pm.

**Motion carried** by unanimous voice vote.

Respectfully submitted,  
Kelsey Faust-Kubale, Clerk