

TOWN OF CLAYTON
 Town Plan Commission Meeting Minutes
 7:00 PM Wednesday, April 12, 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	EXCUSED
Commissioner Haskell	PRESENT
Commissioner VACANT	
Town Board Rep. Christianson	EXCUSED

b. Staff

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

II. Public Hearings:

A. Plan Commission Public Hearing on proposed batch text amendments to the Town of Clayton Zoning Ordinance including amendments to Division 13 of Article 7, Site Plan; Section 9.08-21, Land uses Generally Allowed within Zoning Districts, & Exhibit 8-1, Land Use Matrix; Division 8 of Article 8, Special Site Design Principles & Architectural Standards; Attachment B, Horizontal Site Design Requirements; Attachment C, Architectural Design Standards; Attachment D, Architectural & Landscape Design Zones; Attachment E, Landscape Design Standards; and Attachment F, Environmental & Energy Efficiency Guidelines.

NO COMMENTS – HEARING CLOSED AT 7:02 PM

III. Approval of Minutes:

A. Approval of the minutes of the Wednesday, March 8, 2023 Plan Commission Meeting

MOTION:

Motion by Commissioner Ketter

Second by Commissioner Nemecek

Motion to approve the March 8, 2023 Plan Commission Meeting Minutes.

Motion carried by unanimous voice vote.

B. Approval of the minutes of the Wednesday, March 22, 2023 Plan Commission Meeting

MOTION:

Motion by Commissioner Ketter

Second by Commissioner Nemecek

Motion to approve the March 22, 2023 Plan Commission Meeting Minutes.

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 the March 2023 Building Inspection Report.

VI. Business:

A. Review/Recommendation: Plan Commission review & recommendation on proposed batch text amendments to the Town of Clayton Zoning Ordinance as described in Agenda Item II-A.

MOTION:

Motion by Commissioner Nemecek

Second by Commissioner Haskell

Motion to recommend approval of the proposed batch text amendments to the Town of Clayton Zoning Ordinance as described in Agenda Item II-A.

Motion carried by unanimous voice vote.

B. Review/Discussion: Plan Commission review & discussion on the proposed presentation slides for the April 26, 2023 Comprehensive Plan Public Information Meeting.

NO ACTION TAKEN – DISCUSSION ITEM ONLY

VII. Upcoming Meeting Attendance

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

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

C. Comprehensive Plan Public Information Meeting – April 26, 2023 5:30 pm to 7:00 pm

VIII. Adjournment

MOTION:

Motion by Commissioner Haskell

Second by Commissioner Nemecek

Motion to Adjourn the meeting at 7:44 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,
Kelsey Faust-Kubale, Clerk