



Town Office Building
8358 County Road T
Larsen, WI 54947

TOWN OF CLAYTON

Regular Meeting of the Town Plan Commission Meeting Minutes

May 13, 2009
7:00 p.m. – 7:57 p.m.

I. Call to Order

Called to order at 7:00 p.m. by Chairperson Knapinski.

Present: Chairperson Knapinski, Commissioners Adler, Brucks, Geise, Hamblin, and Haskell.

Absent: Commissioner VanAirdale (Excused)

Meeting properly posted; three locations in the Town.

II. Approval of Minutes

- Regular Plan Commission – April 22, 2009

MOTION: (Brucks, Haskell) Approve minutes of the April 22, 2009, Plan Commission meeting as with one correction on page 2 – Comment from Dick Knapinski: add (Examples: before “Can’t…”).

CARRIED by voice vote.

III. Open Forum – Non-Agendized Town-related Matters

None.

IV. Correspondence

None.

V. Business Items

- A. CSM Review – Paul Anderson, Tax ID #006-077904 (Short Road)

- Reviewed: Revised Staff Review and Revised page 1 of CSM

MOTION: (Adler, Geise) Recommend to Town Board to approve Revised CSM as presented, subject to staff review letter conditions dated May 13, 2009. CARRIED by voice vote.

- Showing the extended road reservation for the 66-foot right-of-way for Short Road to the western end of Lots 1 and 2.
- Showing the building setback line on Lot 1 of the proposed CSM.
- Documenting the removal of the septic system drain field for the housing unit on Lot 2 of the proposed CSM from Lot 1 of the proposed CSM.
- That a note be placed on the CSM stating the Town’s requirement that Short Road and any other municipal utilities within the right of way of Short Road be constructed to the Town standards in force at the time the infrastructure is constructed.
- That a note be placed on the CSM stating the Town’s requirement that the costs of construction of any municipal infrastructure and the costs of any permits and/or studies required to extend Short Road and any other municipal infrastructure within the Short Road right of way be paid for by the owners of the abutting properties.
- Documentation of the approval of the proposed CSM by any overlying unit of government with jurisdiction.
- Keeping in place the right-to-farm language on the existing CSM.

- B. Preliminary CSM Review (Concept Plan) – Carow Land Surveying Company, Inc., Tax ID #006-0031 (Northeast corner of Oakwood Avenue and West Shady Lane)

- Don Shaw, 9670 N. Oakwood Ave., Neenah – looking to divide into two (2) 2.5-acre parcels
- Recommend Mr. Shaw work with Town Administrator to meet all Town requirements

- C. Sign Approval – Jason Towne, Rodeo Bar (County Road II)
MOTION: (Adler, Brucks) Recommend to Town Board to approve sign proposal from Rodeo Bar with provisions that the sign reader is no more than 33% of the printed portion of sign, site location as designated on drawing presented on May 13, 2009, all fees for sign permit submitted are paid, and ensure doors are placed on the west side of the waste containers. CARRIED by voice vote.
- Plan Commission and Board acceptance of the telephone number on the sign.
 - Plan Commission and Board acceptance of the proposed location for the sign.
 - Payment of the \$96.00 sign permit application fee.
 - Documentation of the approval of the proposed sign by any overlying unit of government with jurisdiction.

VI. Upcoming Meeting Attendance

VII. Adjournment – 7:57 p.m.

MOTION: (Brucks, Geise): Adjourn. CARRIED by voice vote.

Respectfully Submitted,
Susan Nester-Huebner, *Clerk*