

TOWN OF CLAYTON  
Town Plan Commission  
Meeting Minutes  
7:00 P.M. – on Wednesday, February 11<sup>th</sup>, 2015  
Town Office Meeting Room, 8348 County Road T, Larsen, WI 54947

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I. Call to Order:

A. Notice Verification, Roll

1. Plan Commission Chairman Knapinski called the meeting to order at 7:00 P.M.
2. Pledge of Allegiance recited.
3. Meeting properly posted at three locations in the Town.
4. Roll

a. Plan Commission Members

Chair Knapinski	PRESENT
Commissioner Eckstein	PRESENT
Commissioner Haskell	ABSENT
Commissioner Jesse	ABSENT
Commissioner Dorow	ABSENT
Commissioner Linsmeier	PRESENT
Town Board Representative Schmidt	PRESENT

b. Staff

Administrator Johnston	PRESENT
Planner Ken Jaworski	PRESENT

II. Public Hearings:

- A. The Town of Clayton Plan Commission will hold a Public Hearing on the proposed rescission and recreation of the Town’s Abandoned Vehicle Ordinance, Copies of the Ordinance proposed for rescission and recreation are available at the Town Hall, or by contacting the Town Clerk at (920) 836-2007. If you cannot attend the Public Hearing, you may submit written comments to the Town Clerk on or before the date of the Public Hearing.

The Public Hearing was called to Order by Chair Knapinski at 7:05 P.M. There were no members of the Public present to comment on the issue and the Public Hearing was closed by Chair Knapinski at 7:10 P.M.

III. Approval of Minutes:

- A. Approval of the minutes of the Wednesday, November 12<sup>th</sup>, 2014 Regular Plan Commission Meeting.

**MOTION:**

Motion by: Commissioner Linsmeier

Seconded by: Commissioner Eckstein

Motion: Motion that we approve the minutes from Wednesday, November 12<sup>th</sup>, 2014.

Motion carried by unanimous consent.

- IV. Open Forum – Town-related Matters not on the Plan Commission’s Agenda:  
Pursuant to WI Statutes 19.83(2) and 19.84(2), the public may present question or issue; however, only limited discussion may occur and no action may be taken until specific notice of the subject matter of the proposed action can be given. If you wish to speak during the Open Forum portion of the meeting, please complete “Request to Speak at Meeting” form located on the Agenda Table and give the form to the Town Clerk or Treasurer.
- V. Correspondence:  
A. December CY 2014 Building Inspection Report.  
B. January CY 2015 Building Inspection Report.
- VI. Business:  
A. Plan Commission review and recommendation on proposed revisions to, and the rescission and re-creation of, the Town’s Abandoned Vehicle Ordinance.

Town Staff reviewed the draft Abandoned Vehicle Ordinance, after some discussion a motion was made to table the item to the Plan Commission March 11<sup>th</sup>, 2015 meeting to allow staff to include the Town Attorney’s comments on the issue in the Commission’s Agenda packet.

**MOTION:**

Motion by: Commissioner Linsmeier

Seconded by: Commissioner Eckstein

Motion: To forward on the review of the Town’s Abandoned Vehicle Ordinance, after some discussion a motion was made to table the item to the Plan Commission March 11<sup>th</sup>, 2015.

Motion: Carried by unanimous approval.

- B. Discussion/Recommendation: Plan Commission review of the Town’s CY 2009 update of the Town’s Comprehensive Plan and recommendation to the Board on the possible need for a five year update of the Town’s Comprehensive Plan.

Town staff reviewed the history of Comprehensive Planning Law in the State, the history of the Town’s existing Comprehensive Plan and presented some of the significant changes that have occurred in the Town over the past 5-years and in society over the past decade. Following some conversation the Commission made a recommendation that the Board solicit and approve a proposal from the Town’s Planning Contractor to update the Town’s CY 2009 Comprehensive Plan.

**MOTION:**

Motion by: Commissioner Schmidt

Seconded by: Commissioner Linsmeier

Motion: To request that the Town Board solicit and approve a proposal from the Town’s Planning Contractor to update the Town’s CY 2009 Comprehensive Plan.

Motion carries by unanimous consent.

- VII. Upcoming Meeting Attendance

**MOTION:**

Motion by: Commissioner Schmidt  
Seconded by: Commissioner Linsmeier  
Motion: To Adjourn the Plan Commission meeting at 8.22 P.M.  
Motion: Carried by unanimous consent

VIII. Adjournment – 8:22 p.m.

Respectfully submitted,  
Richard Johnston

DRAFT