

TOWN OF CLAYTON

Special Plan Commission

Meeting Minutes

5:01 P.M. – 5:17 P.M. on Wednesday, November 6th, 2013

Town Office Meeting Room, 8348 County Road T, Larsen, WI 54947

I. Call to Order:

A. Notice Verification, Roll

1. Plan Commission Chairman Knapinski called the meeting to order at 5:01 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 Jesse	PRESENT
Commissioner Eckstein	PRESENT
Commissioner Klingenberger	PRESENT
Commissioner Linsmeier	ABSENT
Commissioner Haskell	ABSENT
Town Board Representative Schmidt	PRESENT

b. Staff

Administrator Johnston	PRESENT
Treasurer Bowen	PRESENT
Town Planner – Jon Bartz	PRESENT

II. Business:

- A. Discussion/Recommendation: Plan Commission review, and recommendation to the Town Board on the adoption of a Wisconsin Department of Agriculture and Consumer Protection (DATCP) Farmland Preservation Certified Zoning Code of Ordinances and Zoning Map for the Town of Clayton, County of Winnebago, State of Wisconsin.

Attached please find copies of the revised pages of the Town’s Zoning Code of Ordinances, the revisions were included in order to make the Code compliant with the DATCP requirements. Town Planner, Jon Bartz (Jon) will be in attendance at the Commission’s meeting to explain the details of the required changes. Should the Commission be comfortable with the changes to the Zoning Code document a motion to refer the amended Zoning Code of Ordinances to the Town Board for approval would be in order.

- Town Planner Bartz explained the purpose of the meeting and discussed the process of getting the zoning code DATCP certified
- Discussed the changes that needed to be made in order to meet the requirements

MOTION:

Motion by: Chair Knapinski

Seconded by: Commissioner Jesse

Motion to refer the amended Zoning Code of Ordinances as presented to the Town Board for approval conditional on receipt of the certification document from DATCP

Motion carried by unanimous voice vote.

VII. Adjournment – 5:17 P.M.

MOTION:

Motion by: Commissioner Schmidt

Seconded by: Commissioner Eckstein

Motion to Adjourn

Motion carried by unanimous voice vote.

Respectfully submitted,

Jenna Prange, Administrative Assistant