

TOWN OF CLAYTON
Town Plan Commission
Meeting Minutes
5:00 P.M. – on Wednesday, March 8th, 2017
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 7:00 P.M.
2. Pledge of Allegiance recited.
3. Meeting properly posted.
4. Roll

a. Plan Commission Members

Chair Knapinski	PRESENT
Commissioner Eckstein	PRESENT
Commissioner Haskell	PRESENT
Commissioner Wisnefske	ABSENT
Commissioner Dorow	PRESENT
Commissioner Linsmeier	PRESENT
Town Board Representative Reif	PRESENT

b. Staff

Administrator Johnston	PRESENT
Deputy Clerk Stevens	PRESENT
Planner Ken Jaworski	PRESENT

II. Public Hearings: NONE

III. Approval of Minutes:

- A. Approval of the minutes of the Wednesday, February 8th, 2017 Regular Plan Commission Meeting.

MOTION:

Motion by: Commissioner Linsmeier

Seconded by: Commissioner Reif

Motion: Motion to approve the Wednesday, February 8th, 2017 meeting minutes.

Vote: Motion carried by unanimous voice

IV. Open Forum: NONE

V. Correspondence:

- A. February CY 2017 Building Inspection Report.
- B. Winnebago County Plan Commissioner Network Notice.
- C. Outagamie County Zoning Department Memorandum on Guidelines for Storm Water Management Facilities within 10,000 Feet of the Appleton International Airport.

VI. Business:

- A. Discussion/Recommendation: Plan Commission review and consideration of the finalized draft administrative language relative to the

Working Lands Section of the Town's Comprehensive Plan.

The commissioners reviewed a draft of revised language for the Working Lands Comp Plan Amendment, which would start on page 94 of the Comprehensive Plan.

MOTION:

Motion by Commissioner Haskell

Second by Commissioner Eckstein

Motion to submit the draft language with the recommendation for approval to the Town Board including the notice and public hearing requirement to amend and approve the Town's Comprehensive Plan

Motion carried by unanimous voice vote

- B. Discussion/Recommendation: Plan Commission review and consideration of an alternate road pattern for the development of Section 26 in the Town of Clayton.

The commission reviewed a copy of the original Comprehensive Plan road layout for Section 26 of the Town of Clayton; and a copy of an alternate road layout for the same Section. The road layout in the Town's recently adopted Comprehensive Plan Update maintains connectivity in the road layout without sufficient consideration for the natural features of the area. Specifically, the road layout extends roads through potential wetlands and across potentially navigable waterways without consideration for costs and the ability to make use of the road for development purposes. In order to preserve the Town's rural character the Comprehensive Plan Update pushes development to the eastern side of the Town away from the Working Lands area. If the Town actively works toward this goal it needs to facilitate development on the eastern side of the Town. Requiring that developers build roads when they cannot recover the cost of the road with development is counter to the Town's stated goal. The alternate road layout allows for development of Section 26 without infringing on the natural features (limitations to development) of the area: this is accomplished by extending two cul-de-sacs rather than connected roads. Both of the proposed cul-de-sacs are within the recommended 1000-foot limit. The only negative of the alternate road layout is that the center portion of Section 26 cannot develop until an east/west road is extended across the property south of Strawberry Estates. Staff, including the Town's Planner, Fire Chief, Building Inspector, and Public Works Foreman, has reviewed the proposed alternate road layout. The Fire Chief and the Public Works Foreman would always recommend connectivity whenever possible; however, they both understand and are comfortable with the logic of the alternate road layout.

MOTION:

Motion by Commissioner Linsmeier

Second by Commissioner Dorow

Motion to recommend the Town Board approve the alternate road layout for Section 26 of the Town of Clayton

Motion carried by unanimous voice vote

- C. Discussion/Recommendation: Plan Commission review and consideration of adding property to the Working Lands Designation that was omitted based on non-compliance with the inclusion decision matrix.

The commission reviewed a copy of a map identifying the property proposed to be added to the Town’s Working Land overlay. The property is located at 3947 Fairview Road and specifically identified as Tax ID# 006-0435. The property was not originally included in the Working Lands overlay based on the criteria used and the determination of the amount of the site actively dedicated to farming. However, based on conversations with the property owner staff has reviewed the property and determined that the inclusion of areas previously excluded would make the property eligible for inclusion in the Working Lands overlay. Additionally, the property owner has expressed some interest in being included in the Working Lands overlay. The property owner has no interest in rezoning to A-1 for tax credits; they would like to stay in the A-2 zoning district. However, the owners are interested in having it labeled as “Working Lands” in the Town’s Comp Plan and the County’s Farmland Preservation Plan, so that future owners have the option of participating in these programs.

MOTION:

Motion by Commissioner Reif

Second by Commissioner Haskell

Motion to recommend to the Town Board the inclusion of tax parcel 006-0435, located at 3947 Fairview Road, in the Working Lands portion of the Comp Plan update

Motion carried by unanimous voice vote

VII. Upcoming Meeting Attendance: NONE

VIII. Adjournment

MOTION:

Motion by Commissioner Haskell

Second by Commissioner Linsmeier

Motion to adjourn the Plan Commission meeting at 7:35 p.m.

Motion carried by unanimous voice vote

Respectfully submitted,
Holly Stevens, Deputy Clerk