

TOWN OF CLAYTON

Town Plan Commission
Meeting Minutes

7:00 P.M. on Wednesday, April 11th, 2012

Town Office Meeting Room, 8358 County Road T, Larsen, WI 54947

It is expected that a quorum of the Town Board of Supervisors may be in attendance at the meeting.
However, there will be no official Town Board action taken.

I. Call to Order by the Chair at 7:00 P.M.

A. Pledge of Allegiance recited.

B. Meeting properly posted.

C. Roll

i. Plan Commission Members

- | | |
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| 1. Chairperson Knapinski | PRESENT |
| 2. Commissioner Adler | PRESENT |
| 3. Commissioner Brucks | PRESENT |
| 4. Commissioner Geise | PRESENT |
| 5. Commissioner Hamblin | PRESENT |
| 6. Commissioner Haskell | ABSENT |
| 7. Commissioner VanAirsdale | PRESENT |

ii. Staff

- | | |
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| 1. Administrator Johnston | PRESENT |
| 2. Town Planner, Jon Bartz | PRESENT |

II. Approval of Minutes:

A. Regular Plan Commission Meeting – Wednesday, March 14th, 2012.

i. Motion by: Commissioner Hamblin

ii. Second by: Commissioner VanAirsdale

iii. Motion: To approve the minutes of the Commission's Wednesday, March 14th, 2012 meeting as presented.

iv. Vote: Unanimously approved

III. Open Forum – Town-related Matters not on the Plan Commission's Agenda:

Please complete "Request to Speak at Meeting" form located on the agenda table and give to the Town Deputy Clerk or Treasurer. 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 matters; however, limited discussion may occur but no action may be taken until specific notice of the subject matter of the proposed action can be given.

A. There were no requests to speak submitted

IV. Correspondence:

A. The following correspondence was reviewed by the Commission Chair:

i. Winnebago County, Zoning Department Informational Notice for April Public Hearing Items.

ii. Winnebago County Plan Commission Information and Resources Network Meeting information.

iii. Winnebago County Zoning Department notice of Re-zoning Ordinance adoption for Kevin and Carrie Abitz, 8835 Umland Road.

V. Business:

- A. Plan Commission review and recommendation on a Final Plat of Sections 8, 9, 10, and 11 of the Clayton Cemetery submitted by the Town of Clayton, 8358 County Road T, Larsen, WI 54947-0013 for property located at 7890 County Road T, Larsen, WI 54947-0000, in the Town of Clayton and specifically described as Tax ID # 006-0711, Being All of Lot 1 of Certified Survey Map 4915, Being in part of the Northwest ¼ of the Southwest ¼, and part of the Southwest ¼ of the Northeast ¼, All in Section 28, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

Following a review of the staff report the Plan Commission recommended approval of the Final Plat with the following conditions:

1. That the Applicant reconfigure the radius of the road to eliminate the intrusion into Block 114 of Section 7 of the original layout of the Clayton Cemetery.
2. That the Town not sell any additional Lots in Section 5, Blocks 3, 4, 9, 10, 15, 16, 21, 22, 27, 28, 33, 34, 39, 40, 45, and 46.
3. That the Applicant petitions the County to re-zone the area of the Cemetery site that is zoned A-2 (GENERAL FARMING DISTRICT) to P-1 (INSTITUTIONAL AND RECREATIONAL DISTRICT) for consistency and to eliminate the split zoning of the Cemetery Property.
4. That the Applicant provide documentation of the approval of the Final Plat of the Clayton Cemetery by any overlying unit of government having jurisdiction.

Motion by: Commissioner Geise

Second by: Commissioner Adler

Motion: To approve the Final Plat of as Sections 8, 9, 10, and 11 of the Clayton Cemetery with the stated conditions as presented.

Vote: Unanimously approved

- B. Plan Commission review and recommendation on a Certified Survey Map (CSM) for the Noffke Family Trust and the Noffke Limited Partnership, 1060 Stoney Ridge Road, Neenah, WI 54956 for property located at 1060 Stoney Ridge Road and 2632 CTR JJ 3088, Neenah, WI 54956, in the Town of Clayton and specifically described as Tax ID # 006-0904-01 and 006-0906, being part of the Northwest ¼ of the Southwest ¼ of the Southeast ¼. Section 36, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

Following a review of the staff report the Plan the Commission recommended approval of the Noffke Certified Survey Map with the following conditions:

1. Approval of the acceptance of the donation of the park and open space land by the Town's Electors.
2. Approval by the Town Board of the conditions of the dedication of the proposed park and open space land.
3. Approval by the County of the non-conforming outbuildings on Lot 2 of the proposed CSM.
4. Documentation of the approval of the proposed CSM by any overlying unit of government with jurisdiction.

Motion by: Commissioner VanAirdale

Second by: Commissioner Hamblin

Motion: To approve the Noffke Certified Survey Map as presented with the stated conditions.

Vote: Unanimously approved

Note: There was consensus on the Commission that the area to be dedicated to the Town as a Park should be reserved for passive recreational activities.

- C. Plan Commission review and recommendation on a Certified Survey Map (CSM) for Paul S. Shoberg 8736 Pioneer Road, Larsen, WI 54947 for property located at 8736 Pioneer Road, Larsen, WI 54947, in the Town of Clayton and specifically described as Tax ID # 006-0440, being part of the Southwest ¼ of the Northwest ¼ Section 16, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

Following a review of the staff report the Plan the Commission recommended approval of the Shoberg Certified Survey Map with the following conditions:

1. Removal of the Farm Access on Lot 1 of the proposed CSM when either of the Lots created by the CSM are no longer actively farmed.
2. Approval by the County of the non-conforming outbuilding (garage) on Lot 2 of the proposed CSM.
3. Documentation of the approval of the proposed CSM by any overlying unit of government with jurisdiction.

Motion by: Commissioner Adler

Second by: Commissioner Brucks

Motion: To approve the Shoberg Certified Survey Map as presented with the stated conditions.

Vote: Unanimously approved

- D. Plan Commission Review and direction to staff relative to developing a local Wind Energy Ordinance.

Following a review of the Public Service Commission, Wind Energy Device Siting Rules (PSC 128), the Commission is recommending that the Town Board rely on the PSC rules and take no action relative to a local Ordinance regulating Wind Energy Devices.

VI. Upcoming Meeting Attendance

VII. Adjournment

Motion by: Commissioner Hamblin

Second by: Commissioner VanAirdale

Motion: To adjourn the Plan Commission at 7:56 P.M.

Vote: Unanimously approved

Respectfully submitted,
Richard Knapinski, Plan Commission Chairperson