

**TOWN OF CLAYTON**  
**Plan Commission**  
**Meeting Agenda**  
**7:00 P.M. on Wednesday, October 14, 2020**  
**Town Hall Meeting Room, 8348 County Road T, Larsen, WI 54947**

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- I. Call to Order:
  - A. Pledge of Allegiance
  - B. Verification of Notice
  - C. Verification of Meeting Roll
  
- II. Public Hearings:
  - A. No Public Hearings Scheduled
  
- III. Approval of Minutes:
  - A. Approval of the minutes of the Wednesday, September 9, 2020 Plan Commission Meeting.
  
- 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 a 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 and give the form to the Town Staff.
  
- V. Correspondence:
  - A. Distribution of September 2020 Building Inspection Report
  
- VI. Business:
  - A. Discussion/Recommendation: Plan Commission review and recommendation on a Certified Survey Map (CSM) submitted by Gary Zahringer, Martenson & Eisele, Inc., 1377 Midway Road, Menasha, WI 54942, for property owned by Aaron & Emily Hoffmann, 2958 Guardian Ct, Neenah, WI 54956 and Thomas & Dori Hoffmann, 3015 W Shady Ln, Neenah, WI 54956 located at 2958 Guardian Court, Neenah, WI 54956, specifically described as Tax ID # 006-1628 and Tax ID # 006-1629, all of Lots 17 and 18, Strawberry Fields Plat, being part of the Northeast ¼ of the Northeast ¼ of Section 26, Town 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

- B. Discussion/Recommendation: Plan Commission review and recommendation on a resubmitted Certified Survey Map (CSM) submitted by James R. Sehloff, Davel Engineering & Environmental, Inc., 1164 Province Terrace, Menasha, WI 54952, for property owned by Luke and Ashley Herriges, located west and north of 3022 W Shady Lane, Neenah, WI 54956, specifically described as Tax ID# 006-0040-07, all of Lot 3, CSM 3310 and all of Lot 2, CSM 7628 all being part of the SW ¼ of the SE ¼ of Section 2, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- C. Discussion/Recommendation: Plan Commission review and recommendation on the Town of Clayton Area Development “Master” Plan (ADP) for the Northeast area of the Town designated for public sewer and water service.
- D. Discussion/Recommendation: Plan Commission review and recommendation on the issuance of Early Start Permits for Commercial projects within the Town and updating the Zoning Code to reflect the addition of the Early Start Permits.
- E. Discussion/Recommendation: Plan Commission review and recommendation on the amending of the Town of Clayton Chapter 9, Section 9.11, Access Control Ordinance, Map, and the Zoning Code.

## II. Upcoming Meeting Attendance

## VIII. Adjournment

Respectfully submitted,  
Dick Knapinski, Plan Commission Chair

Pursuant to Wisconsin Statute 19.84 (2) and (3) notice is hereby given to the public and the media that two or more members of the Town Board of the Town of Clayton, may attend the meeting of the Town of Clayton Plan Commission scheduled to be held in the Town Office Meeting Room at 8348 CTR T, Larsen, WI 54947, in order to gather information about a subject over which the Town Board has decision making responsibility. For purposes of the Open Meetings Law only; attendance at a meeting by Village Board of Village of Greendale, 173 Wis2d 553, 494 NW2d 408 (1993), and must be noticed as such, although it is not contemplated that the Town Board will take any formal action at this meeting. Upon sufficient notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please call the Town Office at (920) 836-2007 during regular office hours.

**This agenda has been posted at the following locations in the Town of Clayton:**

1. **The Town Hall Posting Board – 8348 CTR “T” Larsen WI 54947**
2. **The Town’s Web Page – [www.claytonwi.govoffice3.com](http://www.claytonwi.govoffice3.com)**