

TOWN OF CLAYTON

Town Plan Commission

Meeting Minutes

7:00 P.M. – 7:42 P.M. on Wednesday, January 11, 2012

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

I. Call to Order:

A. Pledge of Allegiance, Notice Verification, Roll

1. Chairperson 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

Chairperson Knapinski	PRESENT
Commissioner Adler	PRESENT
Commissioner Brucks	PRESENT
Commissioner Geise	PRESENT
Commissioner Hamblin	PRESENT
Commissioner Haskell	PRESENT
Commissioner VanAirdale	PRESENT

b. Staff

Administrator Johnston	PRESENT
Treasurer Bowen	PRESENT
Town Engineer Bartz	PRESENT

II. Approval of Minutes:

A. Regular Plan Commission Meeting – December 14th, 2011

Corrections to minutes:

MOTION:

Motion by: Adler

Seconded by: VanAirdale

Motion to Approve the Regular Plan Commission Meeting minutes of December 14th, 2011

CARRIED by unanimous voice vote.

III. Open Forum – Non-Agendized Town-related Matters:

A. Mark Luebke, 3905 County Rd II, Lot 21, Larsen, WI 54947

- Discussed the two break-ins at Rolling Meadows Storage
- Discussed security options

IV. Correspondence:

- A. No Correspondence.

V. Business:

- A.
- Discussion/Recommendation:
- Plan Commission review and recommendation on a Re-zoning Application, from R-1 (RURAL RESIDENTIAL DISTRICT – NON-SUBDIVIDED) TO A-2 GENERAL FARMING DISTRICT, for Carrie and Kevin Abitz, 8833 Umland Road, Larsen, WI 54947, specifically described as Tax ID # 006-0486-01, Being Part of the Southeast ¼ of the Northwest ¼ of Section 18, Township 20 North, Range 16 East, Town of Clayton, Winnebago County, Wisconsin.

1. **Site Location:** The property is located on the west side of Umland Road south of USH “10” and described as Tax ID # 006-0486-01, and part of Tax ID # 006-0486. Specifically Being Part of the Southeast ¼ of the Northwest ¼ of Section 18, Township 20 North, Range 16 East, Town of Clayton, Winnebago County, Wisconsin.
2. **Applicant:** Carrie and Kevin Abitz
3. **Property Owners:** Carrie and Kevin Abitz
8833 Umland Road
Larsen, WI 54947

4. **Property Information:**
 - a) The surrounding properties are zoned:
 - i) North: A-2 (GENERAL FARMING DISTRICT)
 - ii) South: P-1 (INSTITUTIONAL AND RECREATIONAL DISTRICT) Larsen Airport General Farming District
 - iii) East: A-2 (GENERAL FARMING DISTRICT)
 - iv) West: A-2 (GENERAL FARMING DISTRICT)

5. **Property Information Specific to Lot Tax ID# 006-0486-01 (Abitz):**
 - a) The Lot is 5.00 +/- Acres in size (created by a recent Certified Survey Map (CSM)).
 - b) The Lot is currently zoned R-1 (RURAL RESIDENTIAL DISTRICT, NONSUBDIVIDED) and A-2 (GENERAL FARMING DISTRICT).
 - c) The lot is in the Department of Natural Resources Special Well Casing area.
 - d) The property is out of the County’s Floodplain Zoning Area.
 - e) The property is not in the County’s Wetland Identifier.
 - f) The property is in the Winneconne School District.

6. Staff Comments:

- a) The proposed re-zoning is consistent with the Town's approved Land Use Plan.
- b) The proposed re-zoning make the zoning on the newly created Abitz property [a portion of Tax ID # 006-0486-01 (approximately 4 acres) and the original Abitz property (TAX ID # 006-0486-01)] consistent and uniform. The Abitz home which is zoned R-1 (RURAL RESIDENTIAL DISTRICT, NONSUBDIVIDED) is being re-zoned to A-2 (GENERAL FARMING DISTRICT) giving the entire parcel a zoning classification of zoned A-2(GENERAL FARMING DISTRICT).

7. Lot Access:

- a) Access to the property for the housing unit and the proposed outbuilding will be from the principal access point to the property.
- b) If an additional access point were to be needed for the outbuilding, given the use and zoning of the property, the Abitz family could apply for a farm access.
- c) This option should mitigate the need for strict compliance with the Town's current Access Ordinance.

8. Comprehensive Plan, Future Land Use Map:

- a) As part of the staff report the Administration is including the following note from the Comprehensive Plan, Future Land Use Map Document.
- b) NOTE 2: In the interest of making sound land use decisions, property owners in the USH "10" Corridor (west of Oakwood Avenue) are advised that at some point in the future the demand for commercial development may expand west from the area shown as Business on the Future Land Use Plan. Property owners in the Corridor are advised that the Town of Clayton will support the expansion of commercial development in the USH "10" Corridor west of Oakwood Avenue when the infrastructure needed to support the commercial development can be provided in a cost effective and efficient manner. Property owners in the Corridor are advised that, in planning for the sale and/or development of their property, they should consider the potential impact of future commercial development on their property.

9. Staff Recommendations:

Staff recommends approval of the proposed re-zoning application from R-1 (RURAL RESIDENTIAL DISTRICT – NON-SUBDIVIDED) to A-2 (GENERAL FARMING DISTRICT) for Carrie and Kevin Abitz, 8833 Umland Road, Larsen, WI 54947 subject to the following conditions:

- a) Documentation of the approval of the proposed re-zoning by any overlying unit of government having jurisdiction.
- Discussed the fees involved with the application process.

MOTION:

Motion by: Adler

Seconded by: Haskell

Motion to recommend approval on the Re-zoning Application from R-1 (RURAL RESIDENTIAL DISTRICT – NON-SUBDIVIDED) TO A-2 GENERAL FARMING DISTRICT, for Carrie and Kevin Abitz, 8833 Umland Road, Larsen, WI 54947, specifically described as Tax ID # 006-0486-01, Being Part of the Southeast ¼ of the Northwest ¼ of Section 18, Township 20 North, Range 16 East, Town of Clayton, Winnebago County, Wisconsin.

CARRIED by unanimous voice vote.

B. Discussion/Recommendation: Plan Commission review of proposed changes and updates to the Town’s Sub-division Ordinance.

1. The Commission Members each received a copy of the Town’s existing Sub-division Ordinance and the Town Attorney’s recommendations to update the document.
2. Those items highlighted in red are to be removed and those items highlighted in yellow are to be added, please be advised that the Table of Contents does not follow the pagination of the document.
3. The Administration has provided a copy of the draft document to the Town’s Planner with a request that he identify the places where his recommended changes should be inserted.
4. The Commissioner’s also received a copy of the Commission’s draft Conservation Ordinance.
5. Staff would like direction relative to replacing the document’s existing Conservation Subdivision with the draft language.
 - Discussed the document changes to reflect bringing the Sub-Division Ordinance up to State Code.
 - Discussed Homeowner’s Associations and how they would affect the Sub division Ordinance.
 - Discussed storm water management pond maintenance.
 - Discussed the Conservation Ordinance relevant to the Sub-division Ordinance.

MOTION: No Motion

VI. Upcoming Meeting Attendance

A. February 2nd, 2012 at 4:30 p.m. – Airport Master Plan Update Open House

VII. Adjournment – 7:42 P.M.

MOTION:

Motion by: Adler

Seconded by: Brucks

Motion to Adjourn.

CARRIED by unanimous voice vote.

Respectfully submitted,

Tori Bowen, Town Treasurer