

TOWN OF CLAYTON  
Town Plan Commission  
Meeting Minutes  
7:00 P.M. – on Wednesday, March 11, 2020  
Town Office Meeting Room, 8348 County Road T, Larsen, WI 54947

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I. Call to Order: Chair Knapinski called the meeting to order at 7:00 p.m.

A. Notice Verification, Roll

1. Pledge of Allegiance
2. Verification of Meeting Notice
3. Roll

a. Plan Commission Members

Chair Knapinski	PRESENT
Commissioner White	PRESENT
Commissioner Nemecek	PRESENT
Commissioner Linsmeier	PRESENT
Commissioner Dorow	PRESENT
Commissioner Haskell	PRESENT
Town Board Representative Wisnefske	PRESENT

b. Staff

Econ. Dev. Director Johnston	EXCUSED
Administrator Straw	PRESENT
Clerk Stevens	PRESENT
Planner Ken Jaworski	PRESENT

II. Public Hearings:

A. Plan Commission, Public Hearing on proposed Amendments to the Town of Clayton Zoning Code of Ordinances specifically relating to the creation of a Personal Storage Unit Restrictive Overlay District and the related boundary map.

- Nick Schmidt, N1108 Whitney St., Hortonville, WI
  - Purchased Hesselman’s Storage at 2870 County Rd II, Neenah
  - When utilities are put in, the property will be assessed. In order to recover the assessment, more storage units are required.
  - Expressed his frustration with the site limitations of the overlay district

Public Hearing Closed at 7:05 p.m.

I. Approval of Minutes:

A. Approval of the minutes of the Wednesday, February 12, 2020 Plan Commission Meeting.

**MOTION:**

**Motion by** Commissioner Nemecek

**Second by** Commissioner Wisnefske

**Motion to** approve the February 12, 2020 Plan Commission Meeting Minutes as presented.

**Motion carried** by unanimous voice vote

II. Open Forum Town-related Matters not on the Plan Commission’s Agenda: NONE

III. Correspondence:

- A. January CY 2020, Building Inspection Report.
- B. February CY 2020, Building Inspection Report.
- C. Distribution of the Town of Greenville CY 2040 Comprehensive Plan Amendment #1.
- D. Distribution of the email from Eric Fowle, Executive Director of ECWRPC
- E. Winnebago County Flood Plain Amendments

IV. Business:

- A. Discussion/Recommendation: Plan Commission review, consideration of Public Comments, and recommendation to the Town Board on proposed amendments to the Town of Clayton Zoning Code of Ordinances specifically relating to the creation of a Personal Storage Unit Restrictive Overlay District and the related boundary map

The Commission reviewed copies of a draft map of the Personal Storage Unit Restrictive Overlay District and the related portions of the Town’s Zoning Code of Ordinances with the amended language as proposed. At the February 12, 2020 meeting, the Commission determined the proposed overlay district was justifiable and defensible based on the Town’s forthcoming infrastructure investments within TID #1, specifically municipal water and sanitary sewer. As such, the Commission directed Staff to schedule the public hearing required for the Commission to receive public comments and for consideration of the amendments. The Commission also determined the boundary map, which is all inclusive of the properties located within the outer boundary of Town of Clayton TID #1, is a logical and a sufficient boundary to which the overlay restrictions should be applied at this time.

- The Commission discussed the proposed changes to the matrix and text amendments to the Town’s Zoning Code.
- The Commission discussed the moratorium extension and the urgency of the restrictive overlay recommendation.
- The Commission discussed the possibility of exempting existing storage units and allowing for expansion of storage units to the full development of the existing lots.
- The Commission discussed the reasoning behind the restrictive overlay and the overall impact to the TID if “grandfathered” exemptions were written in to the Zoning Code.
- The Commission discussed adding to the proposed amendments to the Town’s Zoning Code: “Exemption of storage units previously approved by site plan approval.”

**MOTION:**

**Motion by** Commissioner Nemecek

**Second by** Commission Haskell

**Motion to** recommend to the Town Board approval of the proposed amendments to the Town of Clayton Zoning Code of Ordinances specifically relating to the creation of a Personal Storage Unit Restrictive Overlay District and the related boundary map as presented with the addition of the 2<sup>nd</sup> Exemption allowing for the expansion of storage units previously approved through site plan approval.

**Motion carried** by unanimous voice vote

Staff advised the Commission that the Overlay District Amendments will not become effective until after Town Board approval is forwarded to Winnebago County and the County Board approves them.

A. Upcoming Meeting Attendance:

- Annual Electors' Meeting, Tuesday, April 21, 2020

B. Adjournment

**MOTION:**

**Motion by** Commissioner Haskell

**Second by** Commissioner Nemecek

**Motion to Adjourn** the meeting at 7:53 p.m.

**Motion carried** by unanimous voice vote

Respectfully submitted,  
Holly Stevens, Clerk