

TOWN OF CLAYTON
Town Plan Commission
Meeting Minutes
5:00 P.M. – on Wednesday, July 12th, 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 Wisnefske	PRESENT
Commissioner Eckstein	ABSENT
Commissioner Linsmeier	PRESENT
Commissioner Dorow	PRESENT
Commissioner Haskell	PRESENT
Town Board Representative Reif	PRESENT

b. Staff

Administrator Johnston	PRESENT
Treasurer Straw	PRESENT
Planner Ken Jaworski	PRESENT

II. Public Hearings:

A. Plan Commission Public Hearing on a Re-zoning Application submitted by Jeffrey and Joan Gosz, 4721 Grandview Road, Larsen, WI 54947 for property located at 4721 Grandview Road, Larsen, WI 54947 in the Town of Clayton and specifically described as Tax ID # 006-0520-02 being part of the Northwest ¼, of the Southeast ¼ of Section 16, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin (CSM 3411). The Application is to re-zone the property from R-3 (Two Family Residential District) to A-2 (General Agriculture District).

- No Discussion

Public Hearing Closed

B. Plan Commission Public Hearing on a Re-zoning Application submitted by Delores A. Rubbert, 8665 Pioneer Road, Larsen, WI 54947 for property located on the east side of Hickory Avenue, north of CTR “II” and south of State Highway 10 in the Town of Clayton and specifically described as Tax ID # 006-0464-02 located in Section 17, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin (CSM 8477). The Application is to re-zone the property from A-1 (Agribusiness District) to A-2 (General Agriculture District).

Kay Lettau, 3795 County Road II, Larsen, WI 54947

- Asked for reasons why the property was being re-zoned from A-1 to A-2.
- The land fits the criteria to re-zone and there are significant burdens for keeping the land zoned as A-1, such as required maintenance on the soil and an income criterion to meet \$6,000 per year or \$18,000 per 3 years revenue.
- Ms. Lettau stated that the \$6,000 per year and the soil maintenance are not requirements for the A-1 zoning and Farm Land Preservation, it is optional. The land owner would not get the tax credit without meeting the criteria.
- Ms. Lettau expressed concern that if the new owners were aware of the information regarding the Farm Land Preservation that they may reconsider the re-zoning.

Ron Petit, Agent, Coldwell Banker Real Estate, 1050 N Lyndale Dr., Appleton, WI 54914

- Mr. Petit is the agent working with the seller (Mrs. Rubbert).
- Stated that it was his understanding that the new owners plan to build a house and a barn/out building for horses. The new owners would not be using the acreage as a “mega farm”.
- Discussed the splitting of the acreage to keep 5 acres with the existing barn.

Jim Cox, 8713 Umland Road, Larsen, WI 54947

- Expressed his concern for what the property would be used for as far as farm animals.
- Chair Knapinski explained the re-zoning/CSM process to Mr. Cox and reiterated that for the re-zoning and CSM process the planned use of the property is not a requirement.
- Town Planner Jaworski explained the differences and similarities of the A-1 and A-2 zoning relative to the discussion.

Public Hearing Closed

III. Approval of Minutes:

- A. Approval of the minutes of the Wednesday, June 14th, 2017 Regular Plan Commission Meeting.

MOTION:

Motion made by unanimous consent to approve the minutes of the Wednesday, June 14th, 2017 Regular Plan Commission Meeting.

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

- A. None

V. Correspondence:

- A. June CY 2017 Building Inspection Report.

VI. Business:

- A. Discussion/Recommendation: Plan Commission review and recommendation on a Re-zoning Application submitted by Jeffrey and Joan Gosz, 4721 Grandview Road, Larsen, WI 54947 for property located at 4721 Grandview Road, Larsen, WI 54947 in the

Town of Clayton and specifically described as Tax ID # 006-0520-02 being part of the Northwest ¼, of the Southeast ¼ of Section 16, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin (CSM 3411). The Application is to re-zone the property from R-3 (Two Family Residential District) to A-2 (General Agriculture District).

Site Location: The property is located at 4721 Grandview Road, Larsen, WI 54947 in the Town of Clayton and specifically described as Tax ID # 006-0520-02 being part of the Northwest ¼, of the Southeast ¼ of Section 16, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin (CSM 3411).

Applicants: Jeffrey and Joan Gosz
4721 Grandview Road
Larsen, WI 54947

Property Owners: Jeffrey and Joan Gosz
4721 Grandview Road
Larsen, WI 54947

Property Location: The property is located at 4721 Grandview Road, Larsen, WI 5494.

Property Information:

1. The surrounding properties are zoned:
 - a) North:
R-1 (Rural Residential District) and A-2 (General Agricultural District)
 - b) South:
A-2 (General Agricultural District)
 - c) East:
R-1 (Rural Residential District) and A-2 (General Agricultural District)
 - d) West:
A-2 (General Agricultural District)

Property Information Specific to Tax ID # 006-0520-02:

1. The property is owned by Jeffrey and Joan Gosz, 4721 Grandview Road, Larsen, WI 54947.
2. The Lot is 6.050 acres.
3. The property is in the Winneconne School District (6608).
4. The property is in the Department of Natural Resources Special Well Casing area.
5. The property is currently zoned by the Town as R-3 (Two Family Residential District).
6. The property is out of the County's Flood Plain.
7. The property is in the County's Shoreland Zoning Jurisdiction as extended by the floodplain.
8. The property is in the Larsen Drainage District.
9. The property is not in the County's Wetland Identifier.

Staff Comments on the Re-zoning:

1. The re-zoning does not change the existing use of the property and therefore it is consistent with the Town's approved Future Land Use Plan.
2. The property included in the proposed re-zoning has a principal structure (residential home) that is compliant with the Town's Zoning Code of Ordinances.
3. The proposed re-zoning is consistent with the existing use of the property and consistent with the Future Land Use Map of the Town CY 2016 Comprehensive Plan Update.

Staff Recommendations on the Re-zoning Application:

Staff recommends approval of the proposed Re-zoning subject to the following conditions:

1. Documentation of the approval of the proposed re-zoning Application by any overlying unit of government having jurisdiction.
 - The property is on the South side of Grandview.
 - It was presumably zoned R-3 in the past relative to the idea of a high-density dwelling (i.e. apartments, condos, etc.).
 - It makes sense to re-zone the property to A-2 given the location.
 - Discussed the possible road relative to the 66' Right-of-Way shown on the map.

MOTION:

Motion by Commissioner Linsmeier

Second by Wisnefske

Motion to recommend to the Town Board approval of the Re-zoning Application submitted by Jeffrey and Joan Gosz, 4721 Grandview Road, Larsen, WI 54947 for property located at 4721 Grandview Road, Larsen, WI 54947 in the Town of Clayton and specifically described as Tax ID # 006-0520-02 being part of the Northwest ¼, of the Southeast ¼ of Section 16, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin (CSM 3411) with all Staff recommendations.

Motion carried by unanimous voice vote.

- B. Discussion/Recommendation: Plan Commission review and recommendation on a Re-zoning Application submitted by Delores A. Rubbert, 8665 Pioneer Road, Larsen, WI 54947 for property located on the east side of Hickory Avenue, north of CTR "II" and south of State Highway 10 in the Town of Clayton and specifically described as Tax ID # 006-0464-02 located in Section 17, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin (CSM 8477). The Application is to re-zone the property from A-1 (Agribusiness District) to A-2 (General Agriculture District).

Site Location: The property is located on the east side of Hickory Avenue, north of CTR "II" and south of State Highway 10 in the Town of Clayton and specifically described as Tax ID # 006-0464-02 located in Section 17, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin (CSM 8477).

Applicants: Delores A. Rubbert

8665 Pioneer Road
Larsen, WI 54947

Property Owners: Delores A. Rubbert
8665 Pioneer Road
Larsen, WI 54947

Property Location: The property is located on the east side of Hickory Avenue, north of CTR “II” and south of State Highway 10 in the Town of Clayton.

Property Information:

1. The surrounding properties are zoned:
 - a) North:
R-1 (Rural Residential District) and A-2 (General Agricultural District)
 - b) South:
R-1 (Rural Residential District), A-1 (Agribusiness District) and A-2 (General Agricultural District)
 - c) East:
A-2 (General Agricultural District)
 - d) West:
R-1 (Rural Residential District), A-1 (Agribusiness District) and A-2 (General Agricultural District)

Property Information Specific to Tax ID # 006-0464-02:

- 1) The property is owned by Delores A. Rubbert, 8665 Pioneer Road, Larsen, WI 54947.
- 2) The Lot is 29.370 acres.
- 3) The property is in the Winneconne School District (6608).
- 4) The property is in the Department of Natural Resources Special Well Casing area.
- 5) The property is currently zoned by the Town as A-1 (Agribusiness District).
- 6) The property is in the County Farmland Preservation Plan as a Tier 1 participant.
- 7) The property is out of the County’s Flood Plain.
- 8) The property is in the Larsen Drainage District.
- 9) The property is not in the County’s Wetland Identifier.

Staff Comments on the Re-zoning:

- 1) The re-zoning does not change the existing use of the property and therefore it is consistent with the Town’s approved Future Land Use Plan.
- 2) The property included in the proposed re-zoning has an accessory structure (barn) that is compliant with the Town’s Zoning Code of Ordinances.
- 3) The proposed re-zoning is consistent with the existing use of the property and consistent with the Future Land Use Map of the Town’s CY 2016 Comprehensive Plan Update.
- 4) The property owner petitioning for the rezoning has submitted a Certified Survey Map (CSM) that divides the property into 2-parcels; the first a 5-acre +/- Lot that includes the existing barn structure, the second a 24-acre +/- vacant Lot.
- 5) It is staff’s understanding that the 24-acre +/- Lot will be developed with a single-family home and outbuildings for several animals.
- 6) Based on that understanding the Administration believes that re-zoning the property to A-2 (General Agricultural District) would make for a cleaner zoning function.

- 7) The property owners would have all of the same operational functions in the A-2 (General Agricultural District) as in the A-1 (Agribusiness District) with less governmental oversight.
- 8) The other significant changes would be the Tax Credit and the protection from the Special Assessment process. However, the protection from the Special Assessment process is granted to the A-2 (General Agricultural District) by Town Board Special Assessment Policy.
- 9) Based on the Town's "Ceasing Program Participation" document there are four criteria the Plan Commission should consider when reviewing a Re-zoning request that removes property from the Farmland Preservation Program.
- 10) These criteria are:
 - a. The land is better suited for a use not allowed in the farmland preservation zoning district:
 - i. The Administration believes that the answer to this question is yes. Based on the participation and reporting requirements and the Farmland Preservation Program the property owner would need to prove gross income of \$6,000.00 per year or \$18,000.00 over the past three years. If the property owner builds a new home with the associated outbuildings for the animals how much land will be left to be farmed for crops and is there sufficient benefit from the Program?
 - b. The re-zoning is consistent with any applicable Comprehensive Plan.
 - i. The proposed re-zoning from A-1 (Agribusiness District) to A-2 (General Agriculture District) does not change what the property owner can do and it is consistent with the Town's CY 2016 Future Land Use Map in addition to being compliant with the Town's Working Land Project.
 - c. The Re-zoning is substantially consistent with the County Certified Farmland Preservation Plans.
 - i. The Administration believes that the proposed re-zoning as applied for by the property owner is substantially consistent with the County Certified Farmland Preservation Plans and should pose little to no impact on the property owner's use of the land and/or the County's Farmland Preservation Plan.
 - d. The rezoning will not substantially impair or limit current or future agricultural use of the surrounding parcels of land that are zoned for, or legally restricted to, agricultural use.
 - i. The Administration believes that the proposed re-zoning from A-1 (Agribusiness District) to A-2 (General Agriculture) will have no material impact on the use of the property that is proposed to be rezoned, its use for farming purposes, or the use of adjoining parcels for farming purposes.

Staff Recommendations on the Re-zoning Application:

Staff recommends approval of the proposed Re-zoning subject to the following conditions:

1. That the Plan Commission agrees with the Administration's finding that the proposed re-zoning meets the Town's criteria for "Ceasing Program Participation" in the Farmland Preservation Program.
2. Documentation of the approval of the proposed re-zoning Application by any overlying unit of government having jurisdiction.

- Commissioner Reif asked if the Commission should wait on this business item in lieu of the earlier discussion during the Public Hearing.
- Administrator Johnston explained that the potential buyer has been in contact with the Town Staff and to Mr. Johnston's understanding of what the potential buyer is intending to do with the property, the buyer is not in Agribusiness. In that particular area of the Town, the area is transitioning from farm land use. This is an opportunity for the new owners to re-zone with minimal impact on the use of the property and not tying up the use of the property in the future.
- Commissioner Haskell asked about the minimum acreage for A-1 zoning. Commissioner Haskell also expressed her concerns with the A-1 zoning relative to the difficulty property owners have getting out of A-1 zoning if they choose to change the use. Being in A-2 the property is still in Working Lands and is still considered Agricultural Use.
- Discussed the fact the Town Board would be making the final decision on the re-zoning application.
- Discussed the zoning relative to Town Utilities and the Working Lands Program.
- Discussed the current owner's participation in Farm Land Preservation

MOTION:

Motion by Commissioner Reif

Second by Commissioner Wisnefske

Motion made to recommend to the Town Board approval of the Re-zoning Application submitted by Delores A. Rubbert, 8665 Pioneer Road, Larsen, WI 54947 for property located on the east side of Hickory Avenue, north of CTR "II" and south of State Highway 10 in the Town of Clayton and specifically described as Tax ID # 006-0464-02 located in Section 17, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin (CSM 8477). The Application is to re-zone the property from A-1 (Agribusiness District) to A-2 (General Agriculture District) with all staff recommendations.

Motion carried by unanimous voice vote.

- C. Discussion/Recommendation: Plan Commission review and recommendation on a 2-Lot Certified Survey Map (CSM) Application submitted by Delores A. Rubbert, 8665 Pioneer Road, Larsen, WI 54947 for property located on the east side of Hickory Avenue, north of CTR "II" and south of State Highway 10 in the Town of Clayton and specifically described as Tax ID # 006-0464-02 located in Section 17, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin (CSM 8477).

Site Location: The property is located on the east side of Hickory Avenue, north of CTR "II" and south of State Highway 10 in the Town of Clayton and specifically described as Tax ID # 006-0464-02 located in Section 17, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin (CSM 8477).

Applicants: Delores A. Rubbert
8665 Pioneer Road
Larsen, WI 54947

Property Owners: Delores A. Rubbert
8665 Pioneer Road
Larsen, WI 54947

Consultant: R. Michael Haynes, S-2735
Hayne Surveying & Mapping
204 East Bridge Court
Fremont, WI 54940

Property Location: The property is located on the east side of Hickory Avenue, north of CTR
“II” and south of State Highway 10 in the Town of Clayton.

Property Information:

1. The surrounding properties are zoned:
 - a) North:
R-1 (Rural Residential District) and A-2 (General Agricultural District)
 - b) South:
R-1 (Rural Residential District), A-1 (Agribusiness District) and A-2 (General Agricultural District)
 - c) East:
A-2 (General Agricultural District)
 - d) West:
R-1 (Rural Residential District), A-1 (Agribusiness District) and A-2 (General Agricultural District)

Property Information Specific to Tax ID # 006-0464-02:

1. The property is owned by Delores A. Rubbert, 8665 Pioneer Road, Larsen, WI 54947.
2. The Lot is 29.370 acres.
3. The property is in the Winneconne School District (6608).
4. The property is in the Department of Natural Resources Special Well Casing area.
5. The property is currently zoned by the Town as A-1 (Agribusiness District).
6. The property is in the County Farmland Preservation Plan as a Tier 1 participant.
7. The property is out of the County’s Flood Plain.
8. The property is in the Larsen Drainage District.
9. The property is not in the County’s Wetland Identifier.

Staff Comments on the CSM Application:

1. The CSM does not change the existing use of the property and therefore it is consistent with the Town’s approved Future Land Use Plan.
2. The CSM **does** show the Right to Farm Language required by the Town.
3. The CSM divides the parent parcel into 2 Lots.
4. Lot 1 is 5.000 acres (217,800 square feet in area).
5. Lot 2 is 23.480 acres (1,022,711 square feet in area).
6. The CSM does dedicate the right-of-way for Hickory Avenue across the frontage of the property.
7. Lot-1 created by the proposed CSM has an existing, compliant barn on the Lot.
8. Lot-2 created by the proposed CSM has an existing vacant land.
9. Lot-1 of the proposed CSM will take access from an existing driveway to the barn.

10. Lot-1 of the proposed CSM has a 20-foot ingress and egress easement to provide access property to the east of the subject property.
11. Lot-2 of the proposed CSM is eligible to have an access point from Hickory Avenue.
12. Both of the proposed Lots meet the existing A-1 (Agribusiness District) and the A-2 (General Agriculture District) zoning code requirements.

Staff Recommendations on the CSM Application:

Staff recommends approval of the proposed CSM subject to the following conditions:

1. The Surveyor providing the Town with a recorded copy of the CSM.
2. Documentation of the approval of the proposed re-zoning Application by any overlying unit of government having jurisdiction.
 - Discussed the easement for the mound system and the frontage on Hickory was deeded to the Town

MOTION:

Motion by Commissioner Dorow

Second by Commissioner Wisnefske

Motion made to recommend to the Town Board approval of the 2-Lot Certified Survey Map (CSM) Application submitted by Delores A. Rubbert, 8665 Pioneer Road, Larsen, WI 54947 for property located on the east side of Hickory Avenue, north of CTR “II” and south of State Highway 10 in the Town of Clayton and specifically described as Tax ID # 006-0464-02 located in Section 17, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin (CSM 8477) with all Staff recommendations.

- Discussion on whether the re-zoning would affect the CSM

Motion carried by unanimous voice vote.

D. Discussion/Recommendation: Plan Commission review and recommendation on a 1-Lot Certified Survey Map (CSM) Application submitted by Marty Nikodem, 4085 Winnegamie Drive, Neenah, WI 54956 for property located at the eastern terminus of Towne Court and specifically described as Tax ID# 006-1777 and Tax ID# 006-1778 being all of Lots 2 and 3, Winncrest Commercial Subdivision, Located in the Northwest ¼ of Section 24, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

Site Location: The site is located at the east terminus of Towne Court and specifically identified as Tax ID# 006-1777 and located in Section 24, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

Applicant: Martin J. Nikodem
4085 Winnegamie Drive
Neenah WI 54956

Property Owner: Martin J. Nikodem and Scott H. Steenpoorte
W3614 Rock Road
Appleton, WI 54913

Consultant: Bob Reider S-1251
Carow Land Surveying Co., Inc.
615 North Lynndale Drive
P.O. Box 1297
Appleton, WI 54912-1297

Property Information:

1. The surrounding properties are zoned:
 - a) North:
I-2 (Heavy Industrial District) and R-1 (Rural Residential District)
 - b) South:
B-2 (Community Business District)
 - c) East:
A-2 (General Agriculture District) and R-1 (Rural Residential District)
 - d) West:
B-3 (General Business District), and I-2 (Heavy Industrial District)

Property Information Specific to Tax ID# 006-1777:

1. Martin J. Nikodem and Scott H. Steenpoorte, W3614 Rock Road, Appleton, WI 54913.
2. The Lot is 0.870 Acres in size.
3. The property is in the Neenah School District (3892).
4. The property is in the Department of Natural Resources Special Well Casing area.
5. The property is in the Clayton Sanitary District #1.
6. The property is currently zoned I-2 (Heavy Industrial District).
7. The property is in the City of Neenah Extra Territorial Zoning District.
8. The property is in the Village of Fox Crossing Extra Territorial Zoning District.
9. The property is out of the County's Floodplain Zoning Area.
10. The property is not in the County's Wetland Identifier.

Property Information Specific to Tax ID# 006-1778:

1. Martin J. Nikodem and Scott H. Steenpoorte, W3614 Rock Road, Appleton, WI 54913.
2. The Lot is 1.310 Acres in size.
3. The property is in the Neenah School District (3892).
4. The property is in the Department of Natural Resources Special Well Casing area.
5. The property is in the Clayton Sanitary District #1.
6. The property is currently zoned I-2 (Heavy Industrial District).
7. The property is in the City of Neenah Extra Territorial Zoning District.
8. The property is in the Village of Fox Crossing Extra Territorial Zoning District.
9. The property is out of the County's Floodplain Zoning Area.
10. The property is not in the County's Wetland Identifier.

Staff Comments on the CSM Application:

1. The CSM does not change the existing or proposed use of the property and therefore it is consistent with the Town's approved Future Land Use Plan.
2. The CSM **does** show the Right to Farm Language required by the Town.
3. The CSM consolidates 2-parcels (Tax ID# 006-1777 and Tax ID# 006-1778) into a single Lot.
4. The new Lot created by the CSM is 2.200 acres +/-.

5. The new Lot created by the proposed CSM consists of vacant land.
6. The new Lot created by the CSM will take access from the existing cul-de-sac at the eastern terminus of Towne Court.
7. The new Lot created by the CSM meets the existing I-2 (Heavy Industrial District) Zoning Code Requirements.

Staff Recommendations on the CSM Application:

Staff recommends approval of the proposed CSM subject to the following conditions:

1. The Surveyor providing the Town with a recorded copy of the CSM.
2. Documentation of the approval of the proposed re-zoning Application by any overlying unit of government having jurisdiction.
 - Mr. Nikodem is consolidating two lots into one lot for a commercial condo type building.
 - The original lot lines were discussed.

MOTION:

Motion by Commissioner Linsmeier

Second by Commissioner Dorow

Motion made to recommend to the Town Board approval of a 1-Lot Certified Survey Map (CSM) Application submitted by Marty Nikodem, 4085 Winnegamie Drive, Neenah, WI 54956 for property located at the eastern terminus of Towne Court and specifically described as Tax ID# 006-1777 and Tax ID# 006-1778 being all of Lots 2 and 3, Winncrest Commercial Subdivision, Located in the Northwest ¼ of Section 24, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin with all staff recommendations. Motion carried by unanimous voice vote.

E. Discussion/Recommendation: Plan Commission review and recommendation on a Preliminary Site Plan submitted by Marty Nikodem for Lot-2 and Lot-3 of the Winncrest Commercial Subdivision, specifically identified as Tax ID# 006-1777, and Tax ID# 006-1778, both located in the Northwest ¼ of Section 24, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

Site Location: The site is located at the east terminus of Towne Court and specifically identified as Tax ID# 006-1777, and located in Section 24, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

Applicant: Marty J. Nikodem
4085 Winnegamie Drive
Neenah WI 54956

Property Owner: Martin J. Nikodem and Scott H. Steenpoorte
W3614 Rock Road
Appleton, WI 54913

Consultant: R J Albright Construction
5711 Green Valley Rd
Oshkosh, WI 54904

Property Information:

1. The surrounding properties are zoned:
 - a) North:
I-2 (Heavy Industrial District) and R-1 (Rural Residential District)
 - b) South:
B-2 (Community Business District)
 - c) East:
A-2 (General Agriculture District)
 - d) West:
B-3 (General Business District), and I-2 (Heavy Industrial District)

Property Information Specific to Tax ID# 006-1777:

1. Martin J. Nikodem and Scott H. Steenpoorte, W3614 Rock Road, Appleton, WI 54913
2. The Lot is 0.870 Acres in size.
3. The property is in the Neenah School District (3892).
4. The property is in the Department of Natural Resources Special Well Casing area.
5. The property is in the Town of Clayton, Sanitary District #1.
6. The property is currently zoned I-2 (Heavy Industrial District).
7. The property is in the City of Neenah Extra Territorial Zoning District.
8. The property is in the Village of Fox Crossing Extra Territorial Zoning District.
9. The property is out of the County's Floodplain Zoning Area.
10. The property is not in the County's Wetland Identifier.

Property Information Specific to Tax ID# 006-1778:

1. Martin J. Nikodem and Scott H. Steenpoorte, W3614 Rock Road, Appleton, WI 54913
2. The Lot is 1.310 Acres in size.
3. The property is in the Neenah School District (3892).
4. The property is in the Department of Natural Resources Special Well Casing area.
5. The property is in the Town of Clayton, Sanitary District #1.
6. The property is currently zoned I-2 (Heavy Industrial District).
7. The property is in the City of Neenah Extra Territorial Zoning District.
8. The property is in the Village of Fox Crossing Extra Territorial Zoning District.
9. The property is out of the County's Floodplain Zoning Area.
10. The property is not in the County's Wetland Identifier.

Application Details:

The Applicant has submitted a preliminary Building Site Plan Approval Application with the intent on starting the construction of a structure for a tenant. The Applicant has submitted a Certified Survey Map Application to the Town to consolidate the two adjoining Lots and intends to submit a completed Site Plan Application for the combined site prior to completing the proposed building.

Storm Water Management for the Site:

Storm Water Management for the site is provided by a regional pond on the adjacent property

to the east. The regional pond was designed to service the Commercial Plat and should be sufficient to service any development proposed for the properties.

Access to the Site:

Access to the site is available from a cul-de-sac at the east end of Towne Court.

Building Details:

The proposed building is a typical 100-foot by 60-foot clear span commercial building. In general, the proposed building matches the external appearance of the Matrix Machine Facility.

Parking:

Parking for the project will be contained on the site with the travel and building access areas being paved. The public access parking for the site shall comply with the Zoning Code requirements. Additionally, the Administration has advised the applicant that all buildings on the site shall have 360-degree access for fire protection purposes.

Site Landscaping:

The landscaping plan shall meet the Town's Zoning Code requirements.

Site Lighting:

A lighting for the site will be submitted with landscaping plan for the project and is intended to be limited to wall mounted lighting on the building and potentially using ground mounted lighting bollards in the parking lot area. The ground mounted lighting bollards will serve to provide a way finding element for the parking area while using ambient and intersection lighting as a secondary overhead lighting function. Any lighting proposed is intended to minimize the offsite lighting pollution from the development and to take advantage of the overhead lighting at the intersection.

Site Signage:

Signs for the site are routinely approved by staff subject to compliance with Article 12 "Signs" of the Town Zoning Code of Ordinances for the I-2 (Heavy Industrial District).

Staff Comments:

For the sake of the esthetic appearance of the buildings in the area and the visual impact of the north façade of the proposed building the Administration is recommending that the northeast corner of the proposed have the same brick wrap as the northwest corner of the building. Additionally, the Administration has advised the Applicant that he will need to have a completed and approved Site Plan in place prior to the completion of the proposed building and that the proposed building. Failure to meet these requirements shall result in the denial of an occupancy permit for the facility.

- Discussed the building size and the esthetic appearance of the East side of the proposed building.
- Discussed the partial site plan presented relative to having the completed site plan prior to the approval of the CSM.

- Commissioner Haskell recommended that the recommendations from the June 14th meeting relative to this property be brought forward and added to the recommendations of the Commission from this meeting.

MOTION:

Motion by Commissioner Haskell

Second by Commissioner Reif

Motion made to recommend to the Town Board approval of the Preliminary Site Plan submitted by Marty Nikodem for Lot-2 and Lot-3 of the Winncrest Commercial Subdivision, specifically identified as Tax ID# 006-1777, and Tax ID# 006-1778, both located in the Northwest ¼ of Section 24, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin with Staff recommendations which include extending the brick on the North side of the building and including the previous conditions as set forth at the June 14th, 2017 Plan Commission meeting and that the Plan Commission receive the formal site plan for the August 9th, 2017 Plan Commission meeting with the understanding that an Occupancy Permit will not be issued until the Town's Site Plan Ordinance provisions are fully met.

Motion carried by unanimous voice vote

VII. Upcoming Meeting Attendance
None.

VIII. Adjournment

MOTION:

Motion by: Commissioner Haskell

Second by: Commissioner Linsmeier

Motion made to Adjourn the Plan Commission meeting at 7:50 PM.

Motion carried by unanimous voice vote

Respectfully submitted,
Tori Straw, Assistant Administrator/Treasurer