



BOARD OF SUPERVISORS MEETING

Wednesday, October 15, 2025 at 6:30 PM

Town Hall Meeting Room, 8348 Hickory Ave, Larsen, WI 54947

AGENDA

CALL TO ORDER

- A. Pledge of Allegiance
- B. Verification of Notice
- C. Meeting Roll

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, October 1, 2025 Town Board Meeting

OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA

Individuals properly signed in may speak directly to the Town Board on non-repetitive Town Matters whether on or not on the agenda. Commentators must wait to be called, must speak from the podium, directing their comments to the Board. Comments must be orderly, and will be limited to a maximum of **2 minutes** per person. **Public comment is not permitted outside of this public comment period. Note:** The Board's ability to act on or respond to the public comments is limited by Chapter 19, Wis. Stats. Please complete the "Request to Speak at Meeting" form located on the agenda/sign-in table and submit the form to the Town Clerk for in-person attendance.

CORRESPONDENCE

- A. Distribution of the September 2025 Building Inspection Report
- B. Distribution of the September 2025 Winnebago County Tonnage Report

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. Winnebago County Sheriff's Department – Public Concerns and Issues
- B. Larsen/Winchester Sanitary District Report
- C. Administrator's Report
- D. Chair & Supervisor Reports

OPERATOR LICENSES ISSUED BY THE TOWN CLERK

- A. New - Rachael Nielsen, Larsen Tavern

BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Plan Commission Recommendation: Town Board review & consideration of Ordinance 2025-009 to Amend the Town of Clayton Comprehensive Plan 2040, amending the future land use categories for Tax ID #006-0347-01; Tax ID #006-0344; Tax ID #006-0345; and Tax ID #006-0339-06 (immediately South of US Hwy 10 between Clayton Ave and Fairview Rd) from "Business Park" to a combination of "Single-Family Residential" and "Multi-Family Residential" future land use categories.

- B. Plan Commission Recommendation: Town Board review & consideration of Ordinance 2025-Z002 to Amend the Official Town of Clayton Zoning Map for the re-zoning of Tax ID #006-0347-01; Tax ID #006-0344; Tax ID #006-0345; and Tax ID #006-0339-06 (immediately South of US Hwy 10 between Clayton Ave and Fairview Rd) from A-2 (General Agriculture District); I-1 (Light Industrial District); and B-3 (General Business District) to R-2 (Suburban Residential District), and R-4 (Multi-family Residential District).
- C. Plan Commission Recommendation: Town Board review & consideration of a Preliminary Plat Review Application submitted by Vierbicher for the division of Tax ID #006-0347-01; Tax ID #006-0344; Tax ID #006-0345; and Tax ID #006-0339-06 into 46 lots and 2 outlots intended for a combination of single-family residential & multi-family residential use.
- D. Plan Commission Recommendation: Town Board review & consideration of a Site Plan Review Application submitted by Excel Engineering Inc on behalf of Spark Development, LLC for a proposed multi-family residential development located on Tax ID #006-0328-02-02 (9111 Eagle Heights Dr).
- E. Plan Commission Recommendation: Town Board review & consideration of a Concept Plan Review Application submitted by Vierbicher on behalf of Vander Heiden Family Limited Partnership for a proposed mixed-use development.

BUSINESS

- A. Discussion/Action: Town Board review & consideration of an intergovernmental agreement with Winnebago County Highway Department to provide road maintenance services for the Town.
- B. Discussion/Action: Town Board review & consideration of a Development Agreement between the Town and Spark Development for property described as Tax ID #006-0328-02-02 (9111 Eagle Heights Dr).
- C. Discussion/Action: Town Board review & consideration of operational updates & fees for the Town Yard Waste Site.

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - Nov 5 & 19; Dec 3 & 17; Jan 7 & 21
- B. Plan Commission (6:30 pm start unless otherwise noted) - Nov 12; Dec 10; Jan 14
- C. Town Board Budget Meeting - Oct 21 beginning at 1 pm
- D. Clayton Sanitary District #1 Commission Meeting - immediately following the Town Board of Supervisors Budget Meeting

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

Respectfully submitted,

Russell D. Geise
Town Chairperson

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 any or all Boards, Commissions, and Committees of the Town of

Clayton, may attend the meeting of the Town Board in order to gather information. For purposes of the Open Meetings Law only; attendance at a meeting by a quorum of members of the Town Boards, Commissions, and Committees constitutes a meeting of the Board, Commission, or Committee, pursuant to Badke Vs. 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 any formal action by those bodies will be taken. The only business to be conducted is for Town Board action.

Upon reasonable 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.

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

1. The Town Hall Posting Board – 8348 Hickory Ave, Larsen, WI 54947
2. The Town’s Web Page: --