



BOARD OF SUPERVISORS MEETING

Wednesday, July 17, 2024 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, July 3, 2024 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 June 2024 Building Inspection Report
- B. Distribution of the 2023 Annual Financial Report prepared by KerberRose

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

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

OPERATOR LICENSES ISSUED BY THE TOWN CLERK

- A. New - Kristin Schroeder, Larsen Tavern
- B. New - Taylor Hamer

BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Plan Commission Recommendation: Town Board review & consideration on a Conditional Use Permit Application submitted by Jesse May for a proposed short-term rental accessory use on Tax ID #006-1708 addressed as 3623 Jadetree Terrace.
- B. Plan Commission Discussion: Town Board review & discussion on a Conditional Use Permit Application submitted by Rob & Carla Hackbarth for a proposed short-

term rental accessory use on Tax ID #006-1496 addressed as 7980 Coleman Ridge.

- C. Plan Commission Recommendation: Town Board review & consideration on a Certified Survey Map (CSM) Review Application submitted by Chris Perreault on behalf of Arden & Dorothy Eckstein for a proposed CSM dividing Tax ID #006-0572 (3960 Larsen Rd) into two (2) lots.
- D. Plan Commission Recommendation: Town Board review & consideration on a Certified Survey Map (CSM) Review Application submitted by McMahon Associates Inc, on behalf of Clayton Development Group, LLC to establish zero lot lines for the planned Twin Homes to be located on Tax ID #006-1805 (2642 and 2644 Princeton Dr) & Tax ID #006-1806 (2648 and 2650 Princeton Dr).
- E. Plan Commission Recommendation: Town Board review & consideration on a Preliminary Plat Review Application submitted by Davel Engineering on behalf of Jacobs Design Homes LLC for a Condominium Plat affecting Tax ID #006-1802 (2601 and 2603 St Thomas Ln).
- F. Plan Commission Recommendation: Town Board review & consideration on a Preliminary Plat Review Application submitted by McMahon Associates on behalf of Clayton Development Group LLC, for approval of revisions to Scholar Ridge Estates Plat, dividing Tax ID #006-0618-01(Marlo Ave / St Norbert Dr) & Tax ID #006-0632 into 106 lots intended for a combination of two-family residential & single-family residential uses.

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - Aug 7 & 21; Sept 4 & 18; Oct 2 & 16
- B. Plan Commission (6:30 pm start unless otherwise noted) - Aug 14; Sept 11; Oct 9
- C. Clayton Fire Rescue Touch A Truck - August 17 starting at 10 am

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: --