



PLAN COMMISSION

Wednesday, May 13, 2026 – 6:30 PM

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

MINUTES

CALL TO ORDER – Chair Knapinski called the meeting to order at 6:30 pm

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

PRESENT

Chair Knapinski
Commissioner Haskell
Commissioner Nemecek
Commissioner Haase
Commissioner Sleik
Town Board Rep. Christianson

EXCUSED

Commissioner Ketter

STAFF

Administrator Wisnefske
Clerk Faust-Kubale
Code Administrator Kamke
Attorney LaFrombois - arrived 6:35 pm

- D. Oath of Office & Seating of Commissioners
 - Seat #3: Dave Sleik
 - Seat #4: Terry Haase
 - Seat #5: Becky Haskell

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, April 8, 2026 Plan Commission Meeting

MOTION

Motion made by Commissioner Nemecek, **Seconded** by Commissioner Haase to approve the minutes of the Wednesday, April 8, 2026 Plan Commission Meeting as presented.

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Haase, Commissioner Sleik, Town Board Rep. Christianson

Motion carried 6-0.

OPEN FORUM – Public comments addressed to the Plan Commission

William Kordus, 7376 Carden Dr, had questions regarding zoning & shipping containers within the Town.

CORRESPONDENCE

- A. Distribution of the April 2026 Building Inspection Report

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. Administrator's Report

BUSINESS

- A. Review/Recommendation: Plan Commission review & recommendation on a Site Plan Review Application submitted by McMahon Associates on behalf of Chris & Brittany Voigt for a new equestrian building located at 3411 Winnegamie Dr.

MOTION

Motion made by Commissioner Nemecek, **Seconded** by Commissioner Sleik to recommend approval of the Site Plan Application submitted by McMahon Associates on behalf of Chris & Brittany Voigt with the following conditions:

1. Applicant must provide proof of application and copies of approved permits to the Town. This includes but is not limited to state commercial building code, construction site erosion control and stormwater management at county and/or state level, livestock / animal waste management permits, private sanitary system permit, and others as relevant to the site construction and use prior to any construction beginning on the site.
2. Applicant shall provide plans to the Town for the handling and disposal of animal waste generated onsite. This is separate and in addition to the permits for such from the regulating agencies prior to any construction beginning on the site.
3. The final approved site plan as required in 9.07-181 must include the location for stormwater facilities and any required onsite animal waste management facilities or storage areas prior to any construction on the site.
4. Sign(s) on the property must be modified or relocated to be compliant with standards applied to other zoning districts that allow the commercial stable use, including the applicant obtaining any permits as required for such signs and placement within 6 months after the date of approval.
5. Applicant shall provide SRI values for the building materials. Values must meet the Town minimum standards as described in Attachment C prior to any construction on the site.
6. All landscaping required in this approval shall be installed within six months of occupancy of the building. Extensions to this timeline must be done through specific approval by the Town Board.
7. Applicant shall submit updated lighting plans showing compliance with 9.08-210 and install those compliant fixtures as required by the Town standards prior to any construction on the site.
8. No additional buffer yard landscape screening be required along the east, west, or south lot lines—acceptance of the provided building landscaping plan for the east aspect of the building. If any of the buffer yard landscaping is removed, it must be replaced to maintain the status quo at the time of approval within 6 months of removal.
9. No additional parking lot landscaping is required.
10. Regarding access to the site, maintenance is to be done within six months of the date of the approval to perform maintenance on the vegetation near the driveway, including but not limited to tree trimming, coordinating with both the Town of Clayton & Village of Greenville.

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Haase, Commissioner Sleik, Town Board Rep. Christianson
Motion carried 6-0.

- B. Review/Recommendation: Plan Commission review & recommendation on revisions to the definitions of "farm" and "residential" within the A-2 zoning district in the Town Zoning Ordinance.

MOTION

Motion made by Chair Knapinski, **Seconded** by Commissioner Haskell to recommend the pursuit of creating new standards for A-2 and substandard lot A-2 for future code amendments.

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Haase, Commissioner Sleik, Town Board Rep. Christianson
Motion carried 6-0.

- C. Discussion/Action: Plan Commission review & consideration of Resolution 2026-006 Recommending Amendments to Chapter 7.10 Subdivision Ordinance.

MOTION

Motion made by Commissioner Nemecek, **Seconded** by Commissioner Haase to recommend approval of the proposed revisions to the Town of Clayton Subdivision Ordinance, including discussed changes to 7.10.11(1); scrivners in 7.10.19(3)(g); and 7.10.19(c)3.

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Haase, Commissioner Sleik, Town Board Rep. Christianson
Motion carried 6-0.

UPCOMING MEETING ATTENDANCE

- A. Plan Commission (6:30 pm start unless otherwise noted) - Jun 10; July 8; Aug 12
B. Town Board (6:30 pm start unless otherwise noted) - May 20; Jun 3 & 17; July 1 & 15

ADJOURNMENT

MOTION

Motion made by Commissioner Haskell, **Seconded** by Commissioner Nemecek to adjourn at 7:29 pm.

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Haase, Commissioner Sleik, Town Board Rep. Christianson
Motion carried 6-0.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk