



PLAN COMMISSION

Wednesday, July 09, 2025 – 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 Ketter
Commissioner Hopkins
Town Board Rep. Christianson

STAFF

Administrator Wisnefske
Clerk Faust-Kubale
Code Administrator Kamke
Attorney LaFrombois

PUBLIC HEARING(S) AND/OR PUBLIC INFORMATION MEETINGS

- A. Plan Commission Public Hearing on a Conditional Use Application submitted by Kendra Truckely for a proposed backyard chickens accessory use located at 4521 Grandview Rd, specifically described as Tax ID #006-0944.

NO COMMENTS RECEIVED - PUBLIC HEARING CLOSED AT 6:33 PM

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, June 11, 2025 Plan Commission Meeting

MOTION

Motion made by Commissioner Haskell, **Seconded** by Commissioner Nemecek to approve the Minutes of the Wednesday, June 11, 2025, Plan Commission Meeting as presented.

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

Motion carried 7-0.

OPEN FORUM – Public comments addressed to the Plan Commission

Andy Rossmeissl, 3333 S White Birch Ln, Appleton, requested that the Conditional Use Application submitted by his clients, Brittany & Chris Voigt, be adjourned for at least 30 days to provide any outstanding items and/or approvals for Town review.

CORRESPONDENCE

- A. Distribution of the June 2025 Building Inspection Report

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. Administrator's Report

BUSINESS

- A. Review/Recommendation: Plan Commission review & recommendation on a Conditional Use Application submitted by Kendra Truckely for a proposed backyard chickens accessory use located at 4521 Grandview Rd, specifically described as Tax ID #006-0944.

MOTION

Motion made by Commissioner Nemecek, **Seconded** by Commissioner Hopkins to recommend approval of the Conditional Use Application submitted by Kendra Truckely with the following conditions:

1. The number of chickens shall be limited to six (6) as this is the standard number allowed.
2. No roosters shall be allowed per the Town's Zoning Code Sec. 9.08-444 - Backyard Chickens.
3. Chickens shall not be kept on the property for commercial purposes.
4. The slaughter of chickens for commercial use on the premises is prohibited.
5. Chickens shall be provided with a covered enclosure and be required to be kept in the covered enclosure or a fenced enclosure at all times.
6. The chicken enclosure shall be located at least 25 feet from any residential structure on an adjacent lot.
7. The owner, operator, or tenant shall register the premises where chickens are kept with the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCAP) as required by state law and maintain such registration for so long as may be required.

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

Motion carried 7-0.

- B. Review/Recommendation: Plan Commission review & recommendation on a Conditional Use Application submitted by Brittany & Chris Voigt for a proposed commercial stable use located at 3411 Winnegamie Dr, specifically described as Tax ID #006-0042-02.

MOTION

Motion made by Commissioner Nemecek, **Seconded** by Commissioner Haskell to recommend denial of the Conditional Use Application submitted by Brittany & Chris Voigt.

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

Voting Nay: Commissioner Ketter

Motion carried 6-1.

- C. Review/Discussion: Plan Commission review & discussion on proposed changes to Division 3 (Allowable Land Uses) of Article 8 of the Town of Clayton Zoning Code of Ordinances.

DISCUSSION ITEM ONLY - NO ACTION TAKEN

UPCOMING MEETING ATTENDANCE

- A. Plan Commission (6:30 pm start unless otherwise noted) - Aug 13; Sept 10; Oct 8
B. Town Board (6:30 pm start unless otherwise noted) - July 16; Aug 6 & 20; Sept 3 & 17

ADJOURNMENT

MOTION

Motion made by Commissioner Haskell, **Seconded** by Commissioner Nemecek to adjourn at 7:59 pm.

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

Motion carried 7-0.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk