

March 25, 2016

**VILLAGE OF CLAYTON  
MINUTES AND PROCEEDINGS OF THE CLAYTON PLAN COMMISSON MEETING  
MARCH 24, 2016, 6:00 P.M.  
VILLAGE MUNICIPAL BUILDING, 133 CLAYTON AVENUE EAST**

1. CALL TO ORDER

Chairperson Jenny Bergmann called the Village of Clayton Plan Commission meeting to order at 6:05 p.m.

MEMBERS IN ATTENDANCE: Jenny Bergmann – Village President, Doug Anderson– Village Trustee, June Hines – Village Resident, Jim Kuntz – Village Resident, Sheldon Donath – Public Works Director ABSENT: Dennis Heiken – Village Trustee. OTHERS PRESENT: Bob Kazmierski- Village Clerk-Treasurer, Travis Krueger-Village Trustee, Scott Donath-Village Trustee, and Shawn Schradle-Village Trustee.

2. APPROVAL OF AGENDA

Jim Kuntz moved to approve the agenda, second by Doug Anderson, voice vote:

Ayes-5                  Nays-0                  Motion carried unanimously.

3. PUBLIC PARTICIPATION

No Public comments

4. APPROVAL OF MINUTES

Sheldon Donath moved to approve the minutes from September 22, 2015 Plan Commission Meeting, second by Kuntz, voice vote:

Ayes-5                  Nays-0                  Motion carried unanimously.

5. DISCUSSION TO AMEND CH. 510-97, ZONING PERMIT, OF THE VILLAGE ZONING ORDINANCE

The Plan Commission discussed Zoning Administrator’s memo regarding Zoning Ordinance Language Change. Currently, the Village needs to obtain zoning permits for buildings it constructs, as the Zoning Ordinance specifically mentions the need for permits for municipal buildings. In order to streamline the permitting process of building the waste water treatment plant project, a change to the Zoning Ordinance to exempt buildings that are owned by the Village of Clayton is needed. The proposed language change is as follows: At the end of section 510-97 add “Any structures owned by the Village of Clayton shall not need a zoning permit.” This language change exempts the Village but maintains the requirement for a zoning permit from other governmental bodies. Motion by Donath to recommend to the Village Board Zoning Ordinance Language Change, seconded by Kuntz, voice vote:

Ayes-3                  Nays-2                  Motion Passed.

6. UPDATE ON ZONING

The Plan Commission discussed progress of several zoning issues and concerns.

7. UPDATE ON BUILDING

The Plan Commission discussed non-compliant structures. Discussion of legal counsel’s role and performance.

8. ADJOURNMENT

Kuntz moved to adjourn at 6:49 PM, second by Anderson, voice vote:

Ayes-5                  Nays-0                  Motion carried unanimously.

Respectfully submitted  
Bob Kazmierski, Clerk-Treasurer