

MEMORANDUM

Business Item B

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of Ordinance 2025-005 Amending the Zoning Code of the Town of Clayton Regarding Keeping of Chickens.

Staff and the Plan Commission are respectfully requesting this change to the Zoning Ordinance. Both feel that the Conditional Use Permit process that the ordinance currently requires is no longer the best way of handling these applications. Transitioning to an administrative permit would alleviate some of the burden on both the applicant and staff.

A Conditional Use Permit currently has a \$350 application fee and requires a public hearing. The proposed permit process would have a nominal fee in the proposed range of \$50 - \$100, and would be able to be granted by Staff.

SUGGESTED MOTION(S):

*Motion and **ROLL CALL** to approve Ordinance 2025-005 and direct Staff to post and publish as required.*

If you have any questions about this information, please call or email me.

Respectfully Submitted
Kelsey