

MEMORANDUM

Correspondence A & Business Item B

From: Administrator/Staff
To: Plan Commission
Re: Distribution of a memo from Cedar Corp regarding the review process and updates to the Town of Clayton Zoning Map & Agribusiness (A-1) Zoning District Discussion.

AND

Plan Commission review & discussion on Town of Clayton Agribusiness (A-1) Zoning District.

Included in your packet is the memo from Cedar Corp containing updates on both the progress being made on updating the Town Zoning Map with Winnebago County, as well as options outlined for what can be done with the A-1 zoning district designation.

After discussions with Administrator Wisnefske, her recommendation is to budget these projects for 2025 for approximately \$55,000. With the 2024 budget already set and passed by the Town Board, any additional monies allocated for these projects are creating a deficit against actual budgeted items.

At present, the Town has been invoiced by Cedar Corp \$2,500.00 on the Zoning Map updates, and more is expected. Assuming that the 50 zoning map discrepancies identified that cannot be verified by the Town need to be addressed in some way, if a procedural re-zone is undertaken to provide documentation for the County, the cost per Tax ID would average \$580.00*. That multiplied by the maximum number of 50 identified would mean the Town would be at an estimated deficit of \$29,000.00 for this one project, not counting any invoiced costs from Cedar Corp.

Concerning the options presented regarding the A-1 zoning district, Administrator Wisnefske recommends that the Town do nothing and keep the A-1 zoning district as is with no other changes. If the Town were to offer property owners the option to re-zone parcels within A-1 or re-zone all properties within the "Working Lands Overlay", there would be similar costs as listed above for the Zoning Map updates. Only 12 landowners took advantage of the gratis rezone offered by the County in 2022 of the 35 parcels affected, and Staff see no reason that those uninterested before would be at this point, especially if it comes at a cost to them. Assuming all 35 parcels would be offered a gratis re-zone by the Town, which is unlikely, that would be an approximate cost to the Town of \$20,300.00 in lost application fees, publishing, and noticing only.

DISCUSSION ITEM ONLY – NO ACTION TO BE TAKEN

Respectfully Submitted,
Kelsey

*Posting costs average \$70 – 110 dependent on column length
Re-zoning application \$500 per application + additional charges & 5% admin fee
Code amendment application \$500 per application + additional charges & 5% admin fee
Variance application \$350 per application + additional charges & 5% admin fee
Postage \$0.63 current rate for required notice mailings