

MEMORANDUM

Business Item A

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of a proposed text amendment to Section 3.8 Private Entrance Culverts of the Town of Clayton Minimum Road Design Standards Policy.

Included in the packet are a redline copy and a clear copy outlining the proposed text changes. As more development is occurring within the Town, Staff has noted that the requirements are not clearly defined. This is the first step to clarifying and consolidating the Town's requirements for future development to aid both outside builders/developers and Staff.

If the Board agrees, a motion to approve the text amendment would be in order.

SUGGESTED MOTION:

Motion to approve the proposed text amendment to Section 3.8 of the Town of Clayton Minimum Road Design Standards Policy and direct Staff to post the amended Policy.

If you have any questions about this information, please feel free to call or e-mail me.

Respectfully Submitted
Kelsey