



"In the Spirit of Town Government"

**TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI
MINUTES OF PLAN COMMISSION MEETING
MONDAY, JANUARY 10, 2011 AT 7:00 P.M.
BUCHANAN TOWN HALL, N178 COUNTY RD N, APPLETON, WI 54915**

- 1) **CALL MEETING TO ORDER:** Meeting called to order by McAndrews at 7:00 p.m.
- 2) **PLEDGE OF ALLEGIANCE:** Pledge recited.
- 3) **ROLL CALL & VERIFY PUBLIC NOTICE:** Public notice verified. Commissioners present – Opsteen, McAndrews, O'Neill, Van Stippen and Van Wychen. Wallenfang was excused and Lamers was absent. Also present was Administrator/Clerk Gorall and members of the public.
- 4) **PUBLIC FORUM**
Issues brought before the Commission for which no decision shall be made: McAndrews called for comments. No comments.
- 5) **MINUTES TO APPROVE**
 - a) December 13, 2010 Plan Commission Minutes: Motion by Opsteen/Van Wychen to approve minutes. Motion carried 5 to 0.
- 6) **APPLICATIONS**
 - a) Application for Minor Land Division (CSM): Applicant Jeff Carlson, Parcel number 030012700 & Portions of 030012802, 030012704 and 030012600 (Gerrits/Eimmerman Drives) – For Approval/Denial: Applicant Jeff Carlson was present and reviewed the request. Jon Lamers arrived at the meeting at 7:03 p.m. Gorall provided a review of the application noting compliance with Town zoning and other codes and a recommended edit regarding a future road. The Commission reviewed and discussed the application. Motion by Opsteen/O'Neill to approve the application conditioned upon the removal of the language regarding reservation for future road. Motion carried 6 to 0.
- 7) **REVIEW OF ZONING COMPLIANCE; CALUMET CENTER LOT 2, PARCEL 030265000, GREGORSKI 11 LLC**
– For Discussion Only: Gorall provided a review the zoning for the parcel, current use, and contact with the Town attorney and property owner. Property owner Bob Gregorski was present and noted the use is temporary, feels it is permitted and provided a review of the Town codes which support the use as allowable. The Commission reviewed and discussed the information and agreed to take no further action at this time.
- 8) **CONTINUED REVIEW OF DRAFT SITE DESIGN AND CONSTRUCTION STANDARDS, BUILDING MATERIALS & ARCHITECTURAL REQUIREMENTS** – For Discussion Only: Gorall provided a review of the draft regulations. The Commission reviewed and discussed the requirements, enforcement and applicability. The Commission agreed to include regulations in the draft code. Gorall will present further regulations at the next meeting for further review.
- 9) **PUBLIC NUISANCE & WEED/GRASS ABATEMENT, REVIEW OF LEGAL OPINIONS** – For Discussion Only: Gorall presented legal opinions from the Wisconsin Town's Association and the Town Attorney. The Commission reviewed and discussed the opinions and impact on current Town regulations. The Commission agreed to have Gorall proceed with the Town attorney on new ordinance language including the ability to issue citations.
- 10) **PROJECT UPDATES/CORRESPONDENCE**
 - a) City of Kaukauna and Town of Buchanan, Debruin Area Intermunicipal Agreement: Gorall provided an update on the agreement noting that the Plan Commission will be asked to approve the agreement in February. A final draft of the agreement was distributed.
 - b) Reminder of January 26 WI Working Lands Initiative Public Informational Meeting: Gorall reminded the Commission of the meeting and requested their attendance.

11) FUTURE AGENDA ITEMS

Future meeting agenda/discussion items and possible action on future Plan Commission agenda, including specific items for inclusion on or exclusion from future agenda: Agenda items as necessary will be carried forward to the next meeting. No new agenda items were added.

12) ADJOURN: Motion by Van Wychen/Lamers to adjourn at 7:58 p.m. Motion carried 6 to 0.

Angela Gorall, Administrator/Clerk
January 11, 2010

Motion to approve: Van Wychen/Lamers. Date: 2/21/2011.
Carried: 7 to 0.