



"In the Spirit of Town Government"

**TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI
MINUTES OF PLAN COMMISSION MEETING
MONDAY, MARCH 14, 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 Wallenfang at 7:02 p.m.
- 2) **PLEDGE OF ALLEGIANCE:** Pledge recited.
- 3) **ROLL CALL & VERIFY PUBLIC NOTICE:** Public notice verified. Commissioners present – Wallenfang, Opsteen, O'Neill, Lamers and Van Wychen. McAndrews and Van Stippen were excused. Also present was Administrator/Clerk Gorall.
- 4) **PUBLIC FORUM**
Issues brought before the Commission for which no decision shall be made: Wallenfang called for comments. No comments.
- 5) **MINUTES TO APPROVE**
 - a) February 21, 2011 Plan Commission Minutes: Motion by Van Wychen/Lamers to approve minutes. Motion carried 5 to 0.
- 6) **APPLICATIONS**
 - a) Conditional Use Permit: W2694 Brookhaven Drive, Erosion Project of the Garners Creek Storm Water Utility – For Approval/Denial: Gorall provided a review of the project. The Commission reviewed and discussed the application and area where work is to be completed. Motion by Lamers/Opsteen to approve the conditional use permit application. Motion carried 5 to 0.
- 7) **CONTINUED REVIEW OF ZONING FOR ACCESSORY PARKING AND STORAGE IN RESIDENTIAL DISTRICTS** – For Discussion Only: Gorall provided a review of example codes and ordinances from other communities. The Commission discussed the goals of the ordinance, enforcement, samples provided and desired changes to the Town ordinance. The Commission agreed to have Gorall draft a new ordinance based on discussion for presentation at a future meeting for consideration.
- 8) **REVIEW OF JURISDICTIONAL TRANSFER OF HAAS ROAD (CTH Z - CTH ZZ)** – For Discussion Only: The Commission reviewed and discussed the potential jurisdictional transfer and costs/benefits to the Town. The Commission agreed to recommend to the Town Board to send a letter to the County Highway Department for their consideration of the transfer and to analyze the impacts and provide a proposed layout.
- 9) **REVIEW OF UPDATED CHAPTER 404, NUISANCES, OF THE CODE OF THE TOWN OF BUCHANAN** – For Discussion Only: Gorall presented an updated Chapter 404 which was also reviewed by the Town attorney. The Commission reviewed and discussed the changes and agreed to have Gorall draft the changes in an ordinance format and present to Commission for future consideration.
- 10) **PROJECT UPDATES/CORRESPONDENCE**
 - a) Intermunicipal Agreement between City of Kaukauna and Town of Buchanan (Debruin Area Agreement), Update on Adoption Process: Gorall updated the Commission on the agreement noting that it has been approved by both the Town and the City. Gorall will be working on scheduling a meeting with City staff to discuss the next area to work on an agreement.
 - b) Town of Harrison, Rezoning and Conditional Use Permit Applications Correspondence: Wallenfang reviewed correspondence from the Town of Harrison. No action or recommendation was completed. Gorall noted that as 2010 Census data is released it will be presented to the Commission. Gorall also noted potential changes to the Wisconsin Working Lands Initiative included in the State budget.

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 7:50 p.m. Motion carried 5 to 0.

Angela Gorall, Administrator/Clerk
March 15, 2011

Motion to approve: Opsteen/Lamers. Date: 4/11/2011.
Carried: 4 to 0.