



"In the Spirit of Town Government"

**TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI
MINUTES OF PLAN COMMISSION MEETING
MONDAY, APRIL 11, 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 7:00 p.m.
- 2) **PLEDGE OF ALLEGIANCE:** Pledge recited.
- 3) **ROLL CALL & VERIFY PUBLIC NOTICE:** Public notice verified. Commissioners present – Wallenfang, Opsteen, O’Neill and Lamers. McAndrews, Van Wychen 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) March 14, 2011 Plan Commission Minutes: Motion by Opsteen/Lamers to approve minutes. Motion carried 4 to 0.
- 6) **DRAFT ORDINANCE REVIEW, UPDATING ZONING CODE FOR ACCESSORY PARKING AND STORAGE IN RESIDENTIAL DISTRICTS** – For Discussion Only: Gorall provided a review of the draft ordinance. The Commission reviewed and discussed the draft, making suggested edits as necessary. Gorall will provide an updated draft for Commission consideration at a future meeting after Town attorney review.
- 7) **ORDINANCE 2011-03: REPEALING AND/OR RECREATING SECTIONS OF CHAPTER 404, NUISANCES, OF THE CODE OF THE TOWN OF BUCHANAN** – Approval/Denial: Gorall provided a review of the ordinance noting its construction to address only changed portions of Chapter 404. The Commission reviewed and discussed the ordinance. Motion by Opsteen/Lamers to approve ordinance 2011-03 and recommend adoption by the Town Board. Motion carried 4 to 0. Gorall will forward to the Town Board for approval after a final review by the Town attorney.
- 8) **DRAFT ORDINANCE CREATING CHAPTER 230, ARTICLE VIII; BUILDING AND CONSTRUCTION DESIGN STANDARDS AND REQUIREMENTS** – For Discussion Only: Gorall presented the draft ordinance noting areas in need of further guidance by the Commission. The Commission reviewed and discussed the ordinance and provided further edits and comments. Gorall will make edits to the ordinance as directed and present to the Commission for consideration at a future meeting after Town attorney review.
- 9) **DISCUSSION ON RELEASE OF 2010 CENSUS DATA, IMPACT ON EXISTING TOWN PLANNING DOCUMENTS** – For Discussion Only: The Commission reviewed and discussed impacts of the 2010 Census on Town planning and related documents. Gorall will keep the Commission informed as new data is released. A detailed review of data will be completed by the Commission when available.
- 10) **PROJECT UPDATES/CORRESPONDENCE**
 - a) Intermunicipal Agreements/Discussion between City of Kaukauna and Town of Buchanan: Gorall updated the Commission noting that the Town received its signed copy of the agreement from the City today. Gorall will now contact the City to begin working on further agreements.
 - b) Potential Jurisdictional Transfer of Haas Road (CTH Z – CTH ZZ): Gorall noted that the Town Board will be reviewing a draft letter to the County Highway Commissioner at its next meeting. The Commission will be updated on any comments received from the County.

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 a future meeting. No other new agenda items were added.

12) ADJOURN: Motion by Lamers/O'Neill to adjourn at 7:45 p.m. Motion carried 4 to 0.

Angela Gorall, Administrator/Clerk
April 12, 2011

Motion to approve: Lamers/Van Wychen. Date: 5/9/2011.
Carried: 5 to 0.