



"In the Spirit of Town Government"

**TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI
MINUTES OF PLAN COMMISSION MEETING
MONDAY, JUNE 13, 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, McAndrews, Van Wychen, Opsteen, O'Neill, Van Stippen and Lamers. 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: Wallenfang called for comments. No comments.
- 5) **MINUTES TO APPROVE**
 - a) May 9, 2011 Plan Commission Minutes: Motion by Van Wychen/Opsteen to approve minutes. Motion carried 6 to 0, with Van Stippen abstaining.
- 6) **APPLICATIONS**
 - a) Application for Minor Land Division (CSM): Applicant Ron Krueger, Parcel numbers 030050605 and 030050700 (SW corner of Creekview Ln. and Pinecrest Blvd.) – For Approval/Denial: Applicant Ron Krueger was present. Gorall provided a review of the application. The Commission reviewed the application. Motion by McAndrews/Lamers to approve the application as presented. Motion carried 7 to 0.
 - b) Application for Minor Land Division (CSM): Applicant Mary Ann Nettekoven (Owner John Nytes), Parcel number 030000900 (CTH ZZ) – For Approval/Denial: Jon Lamers left the meeting due to a conflict of interest regarding the application. Tom Nettekoven was present. Gorall distributed a staff report completed by Community Planning & Consulting regarding the application and an updated CSM provided by the applicant's surveyor. The Commission reviewed and discussed the updated application and the provided staff report/recommendation. Motion by Opsteen/Van Wychen to approve the updated application as presented. Motion carried 6 to 0, with Lamers not present. Lamers returned to the meeting.
- 7) **ORDINANCE 2011-04 REPEALING AND RECREATING SECTION 525-34(F)(1) OF THE CODE OF THE TOWN OF BUCHANAN, ACCESSORY PARKING AND STORAGE IN RESIDENTIAL DISTRICTS** – For Discussion & Recommendation for Review by Town Board: Gorall presented the final draft of the ordinance noting that review by the Town Board is recommended prior to a public hearing. The Commission discussed the final draft. Motion by Opsteen/Lamers to recommend review of the ordinance by the Town Board. Motion carried 7 to 0.
- 8) **REVIEW OF 2011 PLAN COMMISSION WORK PLAN** – For Discussion Only: Gorall provided a review of the work plan and items completed and in progress. The Commission discussed priorities for the remainder of the year. Gorall will continue to implement as time allows.
- 9) **PROJECT UPDATES/CORRESPONDENCE**
 - a) Update on Potential Jurisdictional Transfer of Haas Road (CTH Z – CTH ZZ): Gorall noted that no response has been received from the County on the potential transfer. Gorall will follow-up with the County prior to the next meeting.
 - b) Update on Intermunicipal Agreement Discussions with City of Kaukauna (Ad-Hoc Mtg. June 16): Gorall noted that an ad-hoc meeting is scheduled for Thursday to begin discussions on the next boundary agreement area. The Commission will be updated as necessary.
 - c) Update on Administrator Attendance at 2nd Annual Fox Cities Trails for Tomorrow Workshop: Gorall noted highlights and information learned at the workshop as applicable to the Town.
Gorall also noted that Outagamie County has released a new on-line mapping/GIS system on which staff is currently being trained.

10) 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.

11) ADJOURN: Motion by Van Wychen/Van Stippen to adjourn at 8:08 p.m. Motion carried 7 to 0.

Angela Gorall, Administrator/Clerk
June 14, 2011

Motion to approve: McAndrews/Lamers. Date: 7/11/2011.
Carried: 6 to 0.