TOWN OF BUFFALO

BUFFALO PLANNING AND ZONING MINUTES

The Buffalo Planning and Zoning Board met at 6:00 PM on Tuesday, December 19, 2023, at the Town of Buffalo City Office. Board members present were Elizabeth Henderson, Lila Teigen, Stephanie Smith, and Dalton McCann. Secretary Elizabeth Wilcox was also present. Guests included Ashley Padden, Brandon Padden, and Ryan Smith.

President Henderson called the meeting to order at 6:00 pm.

A motion was made by Teigen, 2nd by Smith to approve the agenda. All in favor.

A motion to approve the minutes of the October 4, 2023, meeting was made by Smith, 2nd by McCann. All approved – motion passed.

Ashley and Brandon Padden presented their application, pictures, and certified letters of a 1985 trailer house they want to bring in to Buffalo. The trailer already has new windows and new siding. They have plans to put new doors and skirting on the trailer. They were approved to present their application to the town board at the January 9, 2024 meeting. Motion by Teigen, 2nd by McCann. All approved – motion passed.

Ryan Smith discussed that the process for easements and vacancies should be clarified as there has been a lack of consistency in the past. The board agreed that the checklist should be presented to the Town Board at the January 9th meeting.

Ryan Smith discussed the process for easements and vacancies should be more difficult. The board will investigate the process in more depth. Discussion was had about creating checklists for each building and zoning form to make sure all the steps are completed before presenting them to the Planning and Zoning Board in the future.

Being no further business, Henderson adjourned the meeting at 6:40 pm.

 SIGNED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Elizabeth Henderson, President

ATTEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Elizabeth Wilcox, Secretary