

MEETING MINUTES
SARATOGA PLANNING & ZONING COMMISSION
December 12, 2023
SARATOGA TOWN HALL

REGULAR MEETING

- Chairwoman Burau called the Planning & Zoning meeting to order at 5:35 pm. The Pledge of Allegiance was recited.

CALL TO ORDER

- Planning Commissioners, Matt Baker, McCall Burau, Nancy Ford, JoDell Hone, Johnny Portillo, Chia Valdez, and Mayor Chuck Davis were present. Commissioners Baker, Portillo, and Valdez attended remotely by Zoom.

APPROVAL OF AGENDA

- Commissioner Hone motioned to approve the December 12, 2023 Agenda. Commissioner Ford seconded. The motion passed unanimously.

APPROVAL OF MINUTES

- Commissioner Portillo motioned to approve the November 14, 2023 Minutes. Commissioner Baker seconded. The motion passed unanimously.

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CORRESPONDENCE

- No correspondence was presented.

ITEMS FROM THE PUBLIC

- There were no items from the public.

NEW BUSINESS

- Chia Valdez was reappointed to the Planning & Zoning Commission at the December 5, 2023 Town Council Meeting.
- OV Consulting – TAPS Master Plan Update: OV Consultants gave a thorough update on the progress of the TAPS Master Plan. Described as a “roadmap for mobility with emphasis on safety”, items discussed included how input was gathered; improvements to trail projects and river access; members on the steering committee; projects best pursued for safety, especially those concerning school safety; WYDOT and its role along HWY 130; potential programmatic projects such as wayfinding, ADA requirements, and paving; Police priority corridors; and the recommendation for the Town to begin discussions about the former water treatment plant and its highest best use. A Public Meeting will be held on January 17, 2024, 5:30 to 7 pm, and OV Consulting will present to the Town Council on January 16, 2024 and to the Steering Committee on January 18, 2024.

OLD BUSINESS

- Brownfield Project update: When the feasibility study concept was brought to the Town Council's attention during its December 5, 2024 meeting, concern was expressed and the issue was tabled.
- 2024 Planning Goals Survey: Questions about what the Town needs to spend money on and what would be helpful for the Town to know about its residents that is presently unknown, were briefly discussed.
- Town Website: Chairwoman Bureau mentioned that she worked with Jen on the website.
- FDA Affordable Housing. Director Penner will follow up about a workshop and a survey on community goals.

ZONING REPORT

- Director Penner noted the town issued 75 building permits for 15 dwelling units with revenue of \$50,000 in 2023.

ADJOURNMENT

- Commissioner Ford motioned to conclude the meeting. Commissioner Hone seconded. The motion passed unanimously. The meeting adjourned at 7:34 pm.

Submitted by Secretary Nancy Ford

The next Saratoga Planning and Zoning Commission Meeting will be on
Tuesday, January 9, 2023 at 5:30 PM