

MEETING MINUTES
SARATOGA PLANNING & ZONING COMMISSION
February 13, 2024
SARATOGA TOWN HALL

REGULAR MEETING

- Chairwoman Burau called the Planning & Zoning Commission regular meeting to order at 5:31 pm. The Pledge of Allegiance was recited.

CALL TO ORDER

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

APPROVAL OF AGENDA

- Commissioner Baker motioned to approve the February 13, 2024 Agenda. Commissioner Ford seconded. The motion passed unanimously.

APPROVAL OF MINUTES

- Commissioner Hone motioned to approve the January 9, 2024 Minutes. Commissioner Baker seconded. The motion passed unanimously.

CORRESPONDENCE

- Chairwoman Burau received correspondence from a person questioning the conformity of the structure on the Arnold place near Rochester Avenue and 3rd Street. Director Penner will investigate the matter.

ITEMS FROM THE PUBLIC

- Jimmy Campbell expressed concern with the fast-growing numbers of short-term rentals in Saratoga and its effect on limiting real estate for people desiring to live in the town. He questioned why the issue was not listed on the Commission's 2024 Goal's list. He felt there needed to be a permitting process and that the town should move forward since there is no litigation pending on short-term rentals in Jackson, WY. He would like to see a list of all Saratoga short-term rentals and is willing to discuss the issue at a future town council meeting.

NEW BUSINESS

- No New Business was discussed.

OLD BUSINESS

- 2024 Planning Goals Summary: Chairwoman Burau reviewed the list of 2024 goals. She clarified that the Brownfield Project included the old water treatment plant and cop shop on Spring Street and was waiting for clarification from Town Attorney, Kylie Waldrip, on the ownership of the water treatment plant. She is also waiting for clarification from

the EPA on whether the town would be required to pay for cleanup costs if the assessment found environmental contaminants.

- TAPS Master Plan Update: There were 70 attendees at the January 17, 2024 public meeting. Chairwoman Burau believed the meeting represented a more diverse group of people and good participation. The consultants will be looking at the costs for the top priority projects and will present that information with recommendations at the April 17, 2024 public meeting.
- Brownfield Project update: See notes under 2024 Planning Goals Summary above.
- USDA Affordable Housing: Director Penner will get the information links from Lorraine at USDA and Chairwoman Burau will post the links to the Planning & Zoning website page.

At 6:30 pm, Commissioner Baker made a motion to give the Commission a 5-minute recess before reviewing the ordinances. Commissioner Hone seconded. The motion passed unanimously.

At 6:35 pm, Commissioner Hone made a motion to call the meeting back to order. Commissioner Baker seconded. The motion passed unanimously.

- Ordinance Review: Subdivisions: The Planning & Zoning Commission with Director Penner reviewed 16 pages of Chapter 17 and made various recommendations. Review of the ordinances will continue at the next meeting.

ZONING REPORT

- Director Penner noted the town issued four building permits for interior remodels.

ADJOURNMENT

- Commissioner Hone motioned to conclude the meeting. Commissioner Baker seconded. The motion passed unanimously. The meeting adjourned at 7:29 pm.

Submitted by Secretary Nancy Ford

The next Saratoga Planning and Zoning Commission Meeting will be on
Tuesday, March 12, 2023 at 5:30 PM