

MEETING MINUTES
SARATOGA PLANNING & ZONING COMMISSION
January 9, 2024
SARATOGA TOWN HALL

PUBLIC MEETING

- Chairwoman Burau called the Public Hearing to order on the variance application to host 4-H lambs on the applicant's property from May through August 2024 at 1108 West Farm Avenue. Commissioners asked questions regarding the number and size of lambs, where they would be housed and how manure would be handled.
- Chairwoman Burau closed the Public Hearing at 5:35 pm.

REGULAR MEETING

- Chairwoman Burau called the Planning & Zoning regular 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, Chia Valdez, and Mayor Chuck Davis were present. Commissioner Johnny Portillo was absent. Commissioner Valdez attended remotely by Zoom.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

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

CORRESPONDENCE

- No correspondence was presented.

ITEMS FROM THE PUBLIC

- There were no items from the public.

NEW BUSINESS

- Public Hearing: Commissioner Hone motioned to approve the variance application to host 4-H lambs at 1108 West Farm Avenue. Commissioner Ford seconded. The motion passed unanimously.
- 2024 Officer Elections:
Commissioner Valdez motioned to approve Commissioner Burau as Chairwoman. Commissioner Hone seconded. The motion passed unanimously.
Commissioner Valdez motioned to approve Commissioner Ford as Vice Chairwoman. Commissioner Baker seconded. The motion passed unanimously.

Commissioner Valdez motioned to approve Commissioner Ford as Secretary. Commissioner Hone seconded. The motion passed unanimously.

- OV Consulting – TAPS Master Plan Update: No update was given. Mayor Davis reached out to the Valley Service Organization (VSO) and Lion's Club concerning the project for additional input from members. Chairwoman Burau will obtain information from OV Consulting on what constitutes a good response from the public to answer Commissioner Baker's question. 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: No update was provided. The Town is waiting for a response from Town Attorney Kylie Waldrip regarding additional complexities.
- 2024 Planning Goals Survey: Mayor Davis strongly recommended the Planning & Zoning Commission work on updating the ordinances. Topics such as ADA compliance, updating the zoning map, the Brownfield assessment, greenspace zoning, and airport zoning will be addressed throughout the updating process. Mayor Davis will check on how the airport is currently zoned and report back to the Commission. Mayor Davis would like the Commission to also review the By-Laws and make appropriate changes so that another Commissioner may be added which would allow the Mayor's role to change from a voting member to a liaison. 2023 Goals were reviewed to identify the progress of the Commission. The Commission is waiting to receive the results from a statewide commission on short-term rentals.
- Town Website: Chairwoman Burau reported that she downloaded the Planning & Zoning Commission Minutes and Agendas to the P&Z website page and updated the commissioners' names. A link to information on affordable housing will be uploaded soon. Director Penner will research what that information should include from the USDA. Additional links on other topics may be added later.
- USDA Affordable Housing. Director Penner will follow up about a workshop and a survey on community goals.

ZONING REPORT

- Director Penner noted the town issued one building permit for 2024 for a remodel.

ADJOURNMENT

- Commissioner Ford motioned to conclude the meeting. Commissioner Baker seconded. The motion passed unanimously. The meeting adjourned at 6:50 pm.

Submitted by Secretary Nancy Ford

The next Saratoga Planning and Zoning Commission Meeting will be on
Tuesday, February 13, 2023 at 5:30 PM