



## **Plan Commission Meeting Minutes**

**November 13<sup>th</sup>, 2024**

Member's Present: Chairman Joshua McDonald, Dan Forbes, Terry Rickaby, Rob Borski, Criste Greening, Angie Jochimsen, James Schwake, Adam Miller.

Also Present: Lorelei Fuehrer as Zoning Administrator, and various Town Residents and Business People.

Chairman McDonald called the meeting to order at 6:00 PM and declared a quorum.

No Public Comment was offered during the specified time.

Item #4 Presentation by Devin Flanigan from Keller Buildings. Devin is a Project Manager for Keller Buildings, specializing in Government Buildings and Facilities. He explained the process of working with Keller for an initial phase that includes a needs assessment, preliminary plans, and a project budget, all of which comes at a flat rate of \$2,500.00. He explained that Keller will always put their projects out to be bid by local sub-contractors, which should result in a more reasonable total cost as well as supporting some of our local businesses. A motion was made by Criste to recommend to the Town Board that we proceed with working with Keller Buildings for their initial phase. 2<sup>nd</sup> by James. Motion passed unanimously.

Item #5, Approve minutes for October 9<sup>th</sup> meeting. Minutes were reviewed with a correction pointed out for the date of the meeting itself, which was incorrectly labeled as September. A motion was made by Terry to accept the minutes with the one correction made. 2<sup>nd</sup> by Dan. Motion passed unanimously.

Item #6, Site Plan review, Buildings #1-#6 Evergreen Condo, Parent Parcel #1800354, Hwy 13S. We reviewed and discussed the information provided. There was some ambiguity surrounding landscape features, driveways, and water retention features. The Commission expressed our concern that all must conform with the standards in our corresponding ordinances. A motion was made by Terry to recommend approval to the Town Board with the conditions of landscape, driveway, and water retention features all needing to conform to our ordinance standards. 2<sup>nd</sup> by Angie. Motion passed unanimously.

Item #8 (moved up to accommodate travel considerations) Self-Stor site plan update, Parcel #1800159F 8952 HWY 13S. Owner, Cameron Butler was in attendance and addressed our mutual concerns regarding work and business activities being conducted in his existing units. He explained he will remove the current problem tenant and also outlined a number of steps being taken to include security cameras, posted notices, and a separate acknowledgment page in his lease agreement. Self-Stor is seeking approval for buildings C and D, which are almost exactly like existing buildings A and B, with only one interior unit alignment change. A motion was made by Dan to recommend approval to the Town Board of buildings A, B, C, and D for the Self-Stor project. 2<sup>nd</sup> by Adam. Motion passed unanimously.

Item #7. Site Plan review, Embers Motel Alteration, Parcel #1800160A, 9210 HWY 13S. Owners were present and presented an abundance of information about their business, their future plans, and their lessons learned. With affordable housing being a tremendous need in our communities, the commission commended the Owners for their efforts to provide an option in Saratoga. A motion was made by Adam to recommend approval of the site plan alteration for the Embers Motel to the Town Board. 2<sup>nd</sup> by Dan. Motion passed unanimously.

Item #9, Sign Ordinance review and update. We reviewed a draft of a Town Sign Usage Information Form/Application. No action was taken. We also discussed the potential for additional language to be added to the Sign Ordinance which would allow a path for creative signs that do not conform to the Ordinance to be reviewed by the Plan Commission for consideration and possible conditional approval. The spirit of this additional language would be to encourage our local small businesses to create attractive, unique, and professional signs to promote their brands. This item will be on the agenda for the next meeting.

Item #10, Storage Unit Ordinance review. Various concepts and factors were presented by Lorelei, and discussed by the commission. Each member will review and bring ideas to the December meeting to further discuss and formulate a draft of a potential ordinance.

Item #11, Information and Announcements from PC Members. Dan brought to the attention of the commission a meeting of the North Central Regional Plan Commission being held on November 20th, with a focus on Bike and Walking Trails, County-wide. Terry brought up a fence that exists in the road right of way on Ranger which needs to be addressed.

Future Agenda Items as identified by the Plan Commission are further review and discussion of Sign Ordinance and Possible formation of a Storage Unit Ordinance.

With no further business on the agenda, a motion was made by Dan to adjourn, 2<sup>nd</sup> by James. Motion passed unanimously.

Respectfully Submitted,

Adam S Miller

Secretary, Plan Commission