



## **Plan Commission Meeting Minutes**

**August 14th, 2024**

Member's Present: Chairman Josh McDonald, Dan Forbes, Rob Borski, Criste Greening, Tanya Krause, Angie Jochimsen, Adam Miller. Absent: Terry Rickaby – Excused.

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.

There was no public comment offered during the designated time.

Item #4, The minutes of the July 10th Plan Commission meeting were reviewed. A motion was made by Rob to approve the minutes as written, second by Angie. Motion passed unanimously, with Dan abstaining (excused absence in July)

Item #5, Public Hearing (this took place at the published time of 6:30 – minutes remain in order of the agenda as it was published)

Chairman McDonald opened the Public Hearing regarding the rezoning request of Quality Control Solutions, LLC, PO Box 8640 Madison, WI for #11-14-23, parcel# 1800287A, Branding Iron Ct and State Highway 73. 2 Residents were in attendance for this, with only one asking questions, but not speaking for or against this rezoning request. After all questions were heard and no further public comments were made, a motion was made by Dan to adjourn the Public Hearing, 2<sup>nd</sup> by Angie. Motion passed unanimously.

Item #6, Rezoning request of Quality Control Solutions, LLC, parcel# 1800287A, to move from Rural Preservation to Highway Commercial. Discussion concluded with agreement that this specific parcel is in a good location for Highway Commercial in relationship to the future vision of the town. However, there were also concerns as to driveway access being restricted on HWY 73 by the State, due to the curvature of HWY 73 and safety concerns. This means any future site plan review and/or business permit application will need to be carefully considered, as the only access would be off Branding Iron Ct, a town road. A motion was made by Dan to recommend approval to the Town Board, the rezoning of parcel# 1800287A from Rural Preservation to Highway Commercial, 2<sup>nd</sup> by Adam. Motion passed unanimously.

Item #7, Wesley Farnham, 1117 Hwy 73 S – Business Opportunity. Only a brief discussion took place and no action taken as Wesley was not in attendance.

Item #8 Building Code and Definition of “Quiet Time”. Discussion was held. A motion was made by Criste to recommend approval to the Town Board, an addition to the Building Code that defines “Quiet Time” as the nighttime hours of 10 pm to 7 am, during which, outdoor construction activities would be restricted. 2<sup>nd</sup> by Tanya. Motion passed unanimously.

Item #9, Updates by Zoning Administrator. Lorelei updated the PC Members on an upcoming seminar in the Town of Rome that focuses on many topics critical to a successful and high functioning plan commission. We will send multiple members to participate.

Item # 10, Discussion on acceptable uses/utilization of storage units as part of the Zoning Ordinance. Concerns from various residents not in attendance have been heard by our members over the past weeks regarding activities going on in certain storage unit facilities in our town. The PC determined that ultimately the responsibility lies primarily with the storage unit owner to restrict and police certain activities. Our Town Governance does have some authority through the business permit application process and can look into businesses operating in the Town without approved permits to do so.

Item #11, Sign Ordinance Discussion. The PC continues to prioritize this topic from the perspective of improving the optics of our town, properly promoting local businesses, and general beautification efforts along primary routes. We are exploring ways we can promote adherence to our Sign Ordinance. No action was taken, but we will continue to discuss and review this topic.

Item #12, Agenda Guidelines and Submission Deadlines. A summary of our expectations was submitted by Criste for discussion. Feedback was positive and a motion was made by Dan to adopt this summary as our standard and attach to these minutes. 2<sup>nd</sup> by Criste. Motion passed unanimously.

Item #13, Information from PC Members. Tanya shared with the group that she will be moving and will no longer be a resident of the Town of Saratoga. She informed the PC that she will need to step down after the September meeting. She expressed her appreciation for the Town as a resident and property/business owner, the latter of which she will continue to be. The PC thanked her for her time served and her continuing contributions to Saratoga and wished her the best going forward.

Items to be included in next month’s agenda: Zoning Ordinance Review – Discussion regarding Highway Commercial Zoning, Town Building Updates, Sign Ordinance Discussion, Town Sign Utilization.

Next Meeting will be September 11<sup>th</sup> at 6:00 PM.

With no further business, a motion was made by Dan to Adjourn at 8:23 PM. Second by Criste. Motion passed unanimously.

Respectfully Submitted,

Adam S Miller

Secretary, Plan Commission

Attachment to Minutes:

**Saratoga Plan Commission Agenda Submission Guidelines**

All agenda items for discussion/action must be submitted one week prior to the regularly scheduled monthly Plan Commission meeting. (Typically - End of business day on the first Wednesday of each month)

Agenda modifications made with less than one week's notice MUST be of urgent or time sensitive matters pertaining directly to town business.

All CSM reviews, land parcel splits, proposed developments Etc. must first acquire all county/state/applicable permissions necessary prior to submission for final review by the Saratoga Plan Commission.

Adopted 8-14-2024