

PLAN COMMISSION MINUTES 11-9-22

Chair – SaraJane Snyder called the meeting to order at 6:05pm. Tom Grygo was absent. SaraJane Snyder, Josh McDonald, Gordy Wipperfurth, Nancy Koch, and Rob Borski were present.

McDonald made a motion to approve the 10-12-22 meeting minutes. 2nd by Nancy Koch. Motion passed unanimously.

Comprehensive Plan Chapter 8 titled Intergovernmental Cooperation was reviewed with Dennis Lawrence of NCWRPC. 5 pages of draft were reviewed with minor adjustments.

Saratoga Market Snapshot & Survey results were reviewed and discussed. Results were 14 pages. Consultant work will be compiled and ready for further review mid-January with a final draft to be expected in late February.

Sign permit for Kunes RV was reviewed. Current signing meets the town's sign ordinance and all amendments.

Motion made by Koch and 2nd by Rob Borski to recommend approval of Kunes RV Sign Permit. Motion passed unanimously.

Manufactured Home Zoning was discussed. Zoning Administrator Raymond Bossert submitted proposed changes and additions to the current MH District Zoning. Discussion continued into talk of whether mobile home parks and PUD's should be combined into one category. Lengthy discussion ensued and adjustments to MH Zoning were drafted.

Motion by Borski to move Mobile Home District language in zoning ordinance to PUD section with a 20 acre minimum stipulation. 2nd by Nancy Koch. Motion passed unanimously.

Business permit application was studied and discussed. Minor changes were made to include Town Address, Phone Number, Parcel Number, and Permit Number.

Motion by Gordy Wipperfurth to recommend approval of Business Permit Application with addition of Town Address and phone number, Parcel Number, and Permit Number. 2nd by Koch. Motion passed unanimously.

Sign permit was discussed next. Similar changes were made.

Motion by McDonald, 2nd by Wipperfurth to recommend approval of Sign Permit Application with the addition of Town Address and phone number, Parcel Number, Sign Permit Number, and current Business Permit Number associated with said sign. Motion passed unanimously.

Motion by Snyder and 2nd by Borski to recommend to Town Board to re-send the revised town zoning survey to all residents as a mailing with inclusion of resident email request for improved communication. Motion passed unanimously. A postcard with a spot for residents to put their email and/or phone number to send back to the town was suggested.

A potential Town Administrator position was discussed.

Motion by Koch and seconded by Wipperfurth to Board pursuing the hiring of a Town Administrator. Motion passed unanimously.

Informational announcements from Commission:

SaraJane advised that Tom Grygo has resigned and will be greatly missed. In addition, all further agenda items should be sent to her to be put on the agenda.

A SPECIAL THANK YOU TO TOM FOR HIS YEARS OF DEDICATION AND EXPERTISE TO THE TOWN ON SO MANY LEVELS! WE WISH TOM WELL AND HOPE FOR A SPEEDY RECOVERY.

Rob Borski stated we need to further discuss MH areas and Highway Commercial storage units. Especially along the Hwy 13 corridor.

Gordy Wipperfurth would like us to begin looking for members to be added to the Plan Commission.

Public Comment:

A resident asked that the Plan Commission and Town Board think about whether a town administrator is really needed. Another audience member stated that Town personnel are being over-worked and feels the Town absolutely needs help of some sort. Currently 4 of 30 municipalities have a full time Town Administrator.

Next meeting scheduled for December 14th at 6:30pm.

Motion to adjourn meeting by Wipperfurth. Seconded by Snyder. Motion passed unanimously at 8:40pm