

The Town of

# *Star Valley Ranch, Wyoming*

## **PLANNING AND ZONING MEETING MINUTES**

**FINAL**

**April 15, 2009**

**Present:** Lee Hansen- Member (acting Chairman)  
Elmer Beck-Member (Alternate)  
Ron Schupp-Member  
Al Redlin- councilman  
Yolanda Navarrete- Clerk/Recorder  
Jodi Tibbits-Inspector

**Absent** Bob Palmquist-Member  
Ron Thacker- Chairman  
Mike Blackman- Member

**Guest** Steve Huhtala

### **Official P&Z Board Meeting at 6:00 PM MST**

1. Call to Order
2. Approval/additions to Agenda
  - a. Motion Elmer, second Ron S. Ayes unanimous
3. Approval of Minutes:
  - a. Motion Ron S. second Elmer Ayes Unanimous
4. Citizen Input to the Board for items not on the agenda
  - a. none
5. Action Items:
  - a. Steve Huhtala project plat 10 lot 40, 398 Vista West
    - i. Would like to address The Board
      1. wanted to answer any question that may come up
    - ii. Also plans up for approval, to receive permit
      1. Jodi was good with plans, but he and Elmer had question as to the location of the frost free hydrant.
        - a. Steve agreed to move it to a new location/drew on plans
          - A. Elmer to correct Association plans
    - iii. road dept question on cutting across, repair
      1. Yolanda asked for Warren: Wanted to be sure Steve understood the whole situation with having to cut across the road to put in power/ Telephone.
        - a. Steve is responsible to have all back as before, compacted...Etc...as per Town specifications. If Town has to do any other repairs to make it right Steve will be charged. Yes Steve explained he fully understands this.
        - b. It was suggested he (Steve) contact Warren at this time to be sure he knows what Warren is expecting, he agreed to do so.

- c. Elmer motioned to accept plans as corrected, and issue Permit, Ron S. second, Ayes Unanimous
    - b. Bob, get information from John Woodward on restriction originally set on LVI (Phase one/5 lots) property.
      - i. Per e-mail from John Woodward no such restrictions could be found to be recorded with county.
      - ii. Mayor had found minutes from Town council meeting where this was addressed.
      - iii. The question arose whether a emergency ord. need to be put into effect, or being it is in the council minutes would that cover that area?
      - iv. Al agreed to check this information to be sure, will have information to Board before next meeting 5-6.
    - c. Yo, checked w//Josh
      - i. Stop work orders (decease/desist), orders to vacate...etc...
        - 1. who has authority to exercise order
          - a. Yolanda explained per Josh, (town Attorney), Jodi has authority to do such a thing. He needs only document, and note on inspection cards if there is a reason or situation that would cause him to take this action. If CITATIONS are issued the municipal officer would do so.
          - b. It was discussed whether there would be a situation where a family would be told to leave...Josh didn't feel we (As a Town) would ever do that. If one arose we would deal with it at that time whether persons would be made to leave. At that time a letter or notification could be developed.
            - A. Discussion arose about health/safety reasons this could happen, and it was decided to table this at this time to think about and develop a step by step procedure for this issue, and others that could arise.
6. Information/discussion Item:
  - a. Yolanda updates
    - i. re-cap P/Z issues since previous meeting
      - 1. address letter sent from Kim Hansen
        - a. It was explained since the citation was issued to the contractor, Mitch Titensor, and not the homeowner, and, there was a court date set, that at this point it was out of the Board's hands.
        - b. That is why the letter was sent to Mr. Hansen, if there were questions to contact Josh (the Town Attorney), Yolanda explained she was not trying to be rude to him, but that it was what Joshua had instructed her to do. At this point Mr. Hansen had not contacted Josh.
      - 2. Mayor input on communication
        - a. Mayor wants Board to re-iterate, the importance of remarks, and responses to be accumulated and agreed upon by the Board, and not just a single members response, or opinion.

- b. it was decided to speak more to this subject when the whole Board was present.
        - ii. Misc. information
        - iii. Jodi mentioned he had gone along with Fire inspector on new Building (Abi's) there were a few things that arose, not with the main floor, but with unfinished section.
          - 1. It was suggested by Al he document what was said at the inspection and get information to Board to mayor.
  - b. Discussion on Public works building/bid.
    - i. Just a couple questions on contract, no specifics on site prep, and is it an issue that needs to be in the contract. It will be brought up to Greg by Lee, and other then that a few typos, only.
  - c. develop questions for Pepper to be asked at 4/21 meeting
    - i. Bob asked Yolanda to mention in thinking of questions to ask, keep in mind: Vision, Goals, Plan, and Action/Zoning.
    - ii. Board will get some ideas together to bring up since per Lee meeting was canceled for 21<sup>st</sup>, time to get more information. Yolanda to find out what day meeting was rescheduled to.
  - d. Discussion on commercial zoning
    - i. Public input?
      - 1. bring up and combine with other zoning topic @May 6 meeting
    - ii. Bob, update
      - 1. bring up and combine with other zoning topic @May 6 meeting
7. Comments/Matters from the Board
  - a. Lee Administrivia
    - i. Freedom meeting on Mon 4/13 went very well, all were very supportive of 89 Boundary, and if all agreed on combined or co-operative overlay, they will develop together come back to us.
8. Re-cap action Item
  - a. Al work w/Mayor/Bob LVI restrictions, and is an emergency Ord. needed?
  - b. Board, brainstorm, and develop operating procedures, for Jodi, and issue that may arise, and step by step how to handle them.
  - c. Jodi, record of inspection w/fire Marshall, and what was said, and concerns we may want to pass on to Mayor.
  - d. Lee to send e-mail to Greg about site prep concern.
  - e. Elmer, correct Association copy of hydrant change on Staley's property
  - f. Bring up Zoning at May 6<sup>th</sup> meeting as above
    - i. Elmer motioned to adjourn, Ron S, second ayes unanimous
9. Next Regular Board meeting – Wed. May 6, 2009 at 6:00 PM