

The Town of

Star Valley Ranch, Wyoming

PLANNING AND ZONING MEETING MINUTES

FINAL

January 7, 2009

Present: **Gary Braun-Chairman**
Bob Palmquist-Member
Ron Schupp – Member
Ron Thacker- Member
Yolanda Navarrete- Clerk/Recorder

Absent **Elmer Beck-Member (Alternate)**
Jody Tibbitts- Inspector (came in dropped off plans explained all was good with them, and excused himself, due to illness.)

Guests: Lee Hansen-prospective member
Mike Blackman-prospective member

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

1. Call to Order
2. Approval of Minutes: It was suggested that the wording referring to “Maintenance Building” be changed to read “Public Works Building”.
 - a. Ron T. made a motion to approve the minutes as amended, Bob P. 2nd; the motion passed unanimously.
3. Approval/additions to Agenda: Gary Braun added Item 5c—Review the action items on the P&Z minutes of December 17, 2008 and proposed it be the first item discussed as an Action Item.
4.
 - a. Bob P. made a motion to approve the amended agenda, Ron T. 2nd; the motion passed unanimously.
5. Citizen Input to the Board for items not on the agenda
 - a. Lee Hansen had questions and comments on Public works building.
 - i. There was discussion on where we are with the Bid process
 - ii. There was also discussion on the P&Z Board offering to review any plans that are bid, and what further assistance may be required by the Town from the Board.
6. Action Items:
 - a. Review action items from last meeting
 - i. Warren’s Webb’s requests to ask utilities, to inform the Town of new installations, moving or digging of vaults, and lines...etc. prior to beginning any digging.
 1. Gary will ask the Mayor and Town Council if they want the P&Z Board to take the lead and recommend any proposed requirements.
 - b. Berube :Permit, Detached Garage: 140 Aztec Dr. Plat 20 Lot 78

- i. There was discussion on the previous P&Z meeting on 12/17/08 with Mr. Berube. Mr. Berube has decided to use the Monolithic pour process for footings. Jody indicated that this process is to Code and has approved the plans submitted by Mr. Berube in his permit application.
 - ii. Motion Ron T. made a motion to approve the permit, Ron S. second; the motion passed unanimously.
- c. Specht: Adding roof over porch, 408 Walnut Dr. Plat 9 lot 20
 - i. Discussion: Ron Thacker questioned if it was necessary to re-enforce the Sono-tubes supporting the deck and new roof. It was noted that the better set of plans and specifications written by Mr. Aullman (builder) on what would be done satisfied Code requirements according to Jody. The Board was satisfied with the updated information, and Jody had approved the revised plans.
 - ii. Ron T. made a motion to approve the permit, Bob P. 2nd; the motion was approved unanimously.

7. Information/discussion Item:

- b. Update P/Z Board replacement candidates from Dec 3rd
 - c. Yolanda updated the Board on the time line for the new Board members
 - i. Mike Blackman's/Lee Hansen's nomination to the P&Z Board will be voted on at the Town Council Meeting on January 13, 2009.
 - 1. Mike Blackman will assume Gary Braun's Position
 - 2. Lee Hansen will assume Jere Kovach's position
 - d. Finalize 007 form
 - i. Forms are now complete and will be incorporated into the Board's procedures.
 - e. Workshop agenda (Bob)
 - i. MEETING SET FOR 1:30 – 5:00 on Monday 1/12/09 @ SVR Town Hall
 - ii. Question came up as to whether holding the meeting at Thayne senior center might be less disruptive to the Town Hall's daily business. Yolanda will check with Greg Wilkes to find out if the Thayne facilities were available.
 - iii. 1-15-09 9-4p @ Afton Town Hall
 - f. Yolanda and Greg Wilkes will make lunch arrangements
8. Comments/Matters from the Board.
- a. Ron Thacker to get with Association on fees for Berube
 - i. The SVRA agreed to transfer Mr Berube's deposit and fees to the Town less the cost of one inspection per Billie Jean Brown from the SVRA. Yolanda has received a check from the SVRA.
 - b. Update on meetings/workshops on overlays
 - i. Discussion on workshop content; Bob Palmquist will work up an agenda.
 - c. Yolanda Binders as they are now
 - i. Yolanda passed out work binders to all board members. The binders will be updated as necessary with additional information needed by the Board.

9. Next Regular Board meeting – Wed. January 21, 2009 at 6:00 PM MST: **Ron T. made a motion to adjourn, Ron S. second; the motion passed unanimously.**