

The Town of
Star Valley Ranch, Wyoming

PLANNING AND ZONING MEETING MINUTES
final
May 5, 2010

Present: **Ron Thacker- Chairman**
 Mike Blackman- Member
 Lee Hansen- Member
 Bob Palmquist-Member
 Elmer Beck-Member (Alternate)
 Al Redlin- Councilman

Absent: **Ron Schupp-Member**
 Yolanda Navarrete- Clerk
 Jody Tibbitts-Building official

Official P&Z Board Meeting at 5:00 PM MST

1. Call to Order—A quorum is present
2. Approval/additions to Agenda—Mike Blackman made a motion to approve the agenda as written, Bob Palmquist seconded; the motion passed unanimously.
3. Approval of Minutes—Mike Blackman made a motion to approve the minutes as written, Elmer Beck seconded. Thacker, Blackman, and Beck approved the motion, Hansen and Palmquist abstained; the motion passed.
4. Review action items from last meeting
 - a. Mike Blackman—Send PDF file of proposed Chapter 9, Articles 6, 7, and 8 to Ron Schupp--Done
 - b. Yolanda--Ask TSVR Public Works Director Warren Webb to verify water hydrant locations for Town map updates—Pending, Warren Webb gave location of some hydrants, final hydrant numbers and locations will be obtained at meeting with engineer on 5/10.
 - c. Mike Blackman--Call HUB insurance to inquire about flood insurance as part of FEMA information—Done; (see attachment).
 - d. Yolanda--Get all permit information for TSVR files from SVRA for Northridge homes application at 498 Redwood Rd (Plat 8, Lot 22), and issue the Town's permit when conditions are met--Done
 - e. All Board Members-Read proposed Chapter 9, Articles 6, 7, 8 for discussion at next Board Meeting--Done

- f. Bob Palmquist—Obtain projector and documents for Board discussion in Item e. above--Done

5. Information/discussion Items

- a. Re-cap P&Z issues since previous Board meeting--None
- b. Report--Kemmerer County meeting on Flood Insurance Study and Digital Flood Insurance Rate Maps—Lee Hansen reported no new updating work has been done; the County is digitizing existing maps. See attached report.
- c. Flood Ordinance recommendation from P&Z Board
 - i. Information obtained by the Board indicates that non FEMA flood insurance for property protection is very difficult or impossible for private property owners to obtain.
 - ii. Lee Hansen made a motion that the TSVR Planning and Zoning Board recommend the Town of Star Valley Ranch develop a flood ordinance promptly in order for the Town's citizens to obtain FEMA flood should they desire to do so and in order to qualify for FEMA insurance at reduced rates. Mike Blackman seconded the motion, the motion passed unanimously.
- d. Report--Reshaping Development Patterns in Victor, ID—Bob Palmquist reported on the workshop attended by himself and Ron Thacker. See attached report.
- e. Review drafts on Chapter 9, Articles 6, 7, 8—Zoning Areas. The Board reviewed Article 6 and will finalize the draft in their next meeting. Articles 7 and 8 will be reviewed in future meetings and workshops.

6. Citizen Input to the Board for items not on the agenda--None

7. Citizen's input for items on the agenda--None

8. Action Items:

- a. No Permit Requests
- b. No Variance Requests

9. Comments/Matters from the Board

- a. Chairman's Administrivia:
 - i. Pending Bos (Plat 6, Lot 112; Plat 11, Lot 17) permit—The Board agreed that Mr. Bos should formally request a variance to required setbacks in addition to releases from utility companies when he requests a permit to build a home across the lot line of two adjoining lots.
 - ii. WYODOT STIP meeting 5/24/10 in Kemmerer—Ron Thacker will attend.
 - iii. New P&Z Board members—Two Board members terms expire on 6/30/10. Al Redlin will announce open Board positions in the Town Council meeting on 5/11/10.

- iv. SVRA Architectural Committee liaison—Jere Kovach, SVRA Director addressed the Board on the intent of the SVRA to review its architectural committee’s functionality in view of the Town’s building ordinances. He indicated the possibility of SVRA only doing a limited building plan review for instances where SVRA requirements are more restrictive than the Town’s. He indicated some of the SVRA Board believes this review might be accomplished by the SVRA General Manager or his designate for a reduced fee. The Board indicated its desire to continue to work cooperatively with the SVRA on these issues.
- b. Other Board members’ comments/matters--None

10. Recap action items for next Board Meeting

- a. Yolanda—Confirm numbers and locations of hydrants and fill stations from Herd, the Town’s engineer.
- b. Mike Blackman—Re-contact Hub Insurance for any information and pricing on obtaining private flood insurance.
- c. All Redlin—Present Board’s recommendation on developing a flood ordinance to Mayor and Town Council.
- d. Yolanda—Contact Mr. Bos or his representative and advise him of the need to obtain a variance to build on the property line of adjoining lots.
- e. Al Redlin—Make announcement in TSVR Council Meeting of openings on Planning and Zoning Board.
- f. Bob Palmquist—Build 2nd draft of Article 6 from this meeting’s comments and distribute to Board.

11. Motion to Adjourn—Mike Blackman made a motion to adjourn the meeting, Lee Hansen seconded; the motion passed unanimously. The meeting adjourned at 2025 hours.

Next Regular Board meeting – Wed. May 19, 2010 at 5:00 PM MST