

The Town of
Star Valley Ranch, Wyoming

PLANNING AND ZONING MEETING MINUTES

Final

May 19, 2010

Present: **Ron Thacker- Chairman**
 Mike Blackman- Member
 Lee Hansen- Member
 Bob Palmquist-Member
 Yolanda Navarrete- Clerk
 Al Redlin- Councilman

Absent: **Ron Schupp-Member**
 Jody Tibbitts-Building official
 Elmer Beck-Member (Alternate)

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

1. Call to Order
 - a. Quorum present
2. Approval/additions to Agenda
 - a. Bob moved to approve, Mike Second, passed unanimously
3. Approval of Minutes
 - a. Mike motioned to approve, Bob second, ayes unanimous
4. Review action items from last meeting
 - a. Yolanda—Confirm numbers and locations of hydrants and fill stations from Herd, the Town's engineer.
 - i. Todd Herd from Forsgren is getting info.
 - b. Mike Blackman—Re-contact Hub Insurance for any information and pricing on obtaining private flood insurance.
 - i. follow-up, and get to council
 - c. All Redlin—Present Board's recommendation on developing a flood ordinance to Mayor and Town Council.
 - i. Did refer to council, lee to get Al the information
 - 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.
 - i. left messages to Builder to give information
 - e. Al Redlin—Make announcement in TSVR Council Meeting of openings on Planning and Zoning Board.
 - i. Done

- f. Bob Palmquist—Build 2nd draft of Article 6 from this meeting’s comments and distribute to Board.
 - i. Done
5. Information/discussion Item
- a. Review 2nd draft of Chapter 9, Article 6—Single Family Residential Zone
 - i. Review and discussion
 - b. Discuss zoning regulation for property within Town boundaries where zoning maps or zoning districts are not yet defined by ordinance.
 - i. discussion ensued
 - c. Review 1st draft of Chapter 9, Article 7—Private Residential Zone
 - i. change to recreational zone
6. Citizen’s input for items on the agenda
- a. None
7. Citizen Input to the Board for items not on the agenda.
- a. none
8. Action Items:
- a. Permit Requests
 - i. DeMeester Plat 12, Lot 11 196 Solitude Dr letter requesting building permit extension (new residence).
 - ii. Requests 2 year extension—permit expires 5/22/10.
 - 1. discussions on different terms, and time factor
 - E. To be completed by 10/1/10
 - i. foundation/exterior stairs installed
 - ii. exterior siding/trim completed
 - iii. Trench filled/leveled out, rough grade completed
 - 2. To be completed by 12/31/10
 - E. Framing/Four way inspection passed
 - 3. To be completed by 5/22/11
 - E. Final inspection passed
 - 4. Also explanation of fines/penalties if conditions not met.
 - b. NO BUILDING PERMIT REQUESTS
 - c. NO VARIANCE REQUESTS
9. Comments/Matters from the Board
- a. Chairman’s Administrivia:
 - i. Permit extension request process
 - 1. done
 - ii. Political sign information sheet
 - 1. done
 - iii. Board Member Schupp resignation
 - 1. discussion
 - iv. New Board member recruitment
 - 1. discussion
 - v. Cooperation/coordination planning/building efforts with SVRA

- b. Other Board member matters
10. Recap action items for next Board Meeting
 - a. Yo: Get information on Hydrants/fill stations (fire)
 - b. Yo: Bos Variance
 - c. Lee: resend template to Al.
 - d. Ron: try to get info on Kemmerer to Al
 - e. Al: Cleanup 11-1
 - f. Bob/Al: get setback information in
 - g. Bob: to draft #3 Art 6.0
 - h. Al: Change Art. 6 to Town Code format
 - i. Mike: Compose letter of thanks, to Ron Schupp.
 - j. prepare something from Council for Ron Schupp
 - k. Ron/Yo: Check-off list (procedure for Permit extensions).
 11. Motion to Adjourn
 - a. Mike motioned, Lee second, Ayes unanimous
 12. Next Regular Board meeting – Wed. June 2, 2010 at 5:00 PM MST—