

**The Town of**

*Star Valley Ranch, Wyoming*

**PLANNING AND ZONING MEETING MINUTES**

**FINAL**

**November 4, 2009**

Present: **Ron Thacker- Chairman**  
**Bob Palmquist-Member**  
**Lee Hansen- Member**  
**Elmer Beck-Member (Alternate)**  
**Yolanda Navarrete- Clerk**  
**Jody Tibbitts-Building official**

Absent: **Ron Schupp-Member**  
**Al Redlin- Councilman**  
**Mike Blackman- Member**

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

1. Call to Order—A quorum is present.
2. Approval/additions to Agenda--Elmer Beck made a motion to approve the agenda as written, Bob Palmquist seconded; the motion passed unanimously.
3. Approval of Minutes--Bob Palmquist made a motion to approve the minutes as written, Elmer Beck seconded; the motion passed unanimously.
4. Citizen Input to the Board for items not on the agenda—None
5. Citizen's input on agenda
  - a. Tyler Watt and Jeff Watt re: Chimney repairs: Plat13 Lot47—151 Canyon Pines Way
    - i. Tyler and Jeff Watt addressed the board regarding the necessity to obtain a building permit to repair the chimney structure on the house.
    - ii. The Board again emphasized to the Watts the necessity of submitting a set of plans that comply with the Town Building Codes and that the building permit process must be followed prior to removal of the Town Stop Work Order on the project (which as of this date they have). The Watts agreed to submit a complete timely permit application that clearly showed how they would complete the project for consideration at the next Board meeting.
  - b. Elden Staley Re: Variance request for frost-free sanitary hydrants:Plat10 Lot40; 398 West Vista Dr

- i. Mr. Eldon Staley (owner) and Mr. Ron Erickson (excavator) appeared before the Board to request a variance for the requirement to install a sanitary yard hydrant at the new home on Mr. Staley's property. Mr. Staley did not present any relevant supporting material to the Board to support his claims that he felt a sanitary yard hydrant was not necessary, the expense was excessive, and that he believed location of his lot made the risk of contamination to the potable water supply very low. No other public statements supporting the variance request were provided to the Board.
- ii. Without any relevant supporting material to support his request, the Board determined that Mr. Staley did not meet the conditions specified in the Town Ordinance (Ordinance 2007-06 (Amended) Appendix 11-1) for a variance to the building requirement. Lee Hansen made a motion that the Board recommend the Town Council deny the variance request. Elmer Beck seconded, the motion passed unanimously.

6. Action Items:

- a. Gary Parola, Bruce Pierson; Plat17 Lot 96, 211 Last Chance Dr—Detached garage. Lee Hansen made a motion to approve the permit application, Bob Palmquist seconded. Ron Thacker, Lee Hansen, and Bob Palmquist voted "aye", Elmer Beck abstained. The motion passed.
- b. WCDA, Steve Huhtala Const. Plat5, Lot27; 384 Scrub Oak Dr—Detached garage. Lee Hansen made a motion to approve the permit application on condition that if the permit applicant decided to enlarge the building, the building plans submitted to the Town will be amended and approved by the Building Official. Bob Palmquist seconded the motion. Ron Thacker, Lee Hansen, and Bob Palmquist voted "aye", Elmer Beck abstained. The motion passed.

7. Information/discussion Item: Yolanda updates--re-cap P/Z issues since previous meeting--None

8. Review action items from last meeting

- i. Mike Blackman: Obtain private Ins. information on Flood Ins—Deferred until next meeting.
- ii. Lee Hansen: Contact Kim Johnson Wy Home Security about pricing info. For Fed. Ins. and the advantages of Fed Flood Insurance
  1. Lee Hansen presented some information of Federal Flood Insurance pricing. There was discussion on the prices of insurance available for homes on and off potential flood areas. Would insurance be mandatory, or voluntary?
  2. The Board felt more research and perhaps a rethinking of this issue is necessary. This will continue to be discussed in future Board meetings.

- iii. Bob Palmquist: Draft a Zoning Map for TSVR—Done. A draft map was distributed to the Town Council for their deliberations on the commercial zoning ordinance and will be forwarded to the Board members for any comment.
- iv. Ron Thacker: Summarize Board response to CZO comments and questions from Councilman Harker—Done.
- v. Ron Thacker: Contact Town Atty. on possible Town Liability issues when defining a TSVR alluvial fan flood overlay—Deferred to next meeting.

9. Comments/Matters from the Board

- a. Ron T: Administrivia—None

10. Recap action items for next Board Meeting

- a. Mike Blackman--Obtain private flood insurance information
- b. Ron Thacker--Contact town attorney re: 8v. above
- c. Lee Hansen—Touch with Mayor on flooding issues and possibly set up a meeting with Council/Board to meet with Kim Johnson from Wyoming Homeland Security.
- d. Bob Palmquist--send the soil mapping information on plat/lots to Board members.

11. Motion to Adjourn--Lee Hansen made a motion to adjourn the meeting, Bob Palmquist seconded; the motion passed unanimously. The meeting adjourned at 8:17 pm MST.

12. Next Regular Board meeting – Wed. November 18, 2009 at 6:00 pm MST.