

The Town of

Star Valley Ranch, Wyoming

PLANNING AND ZONING MEETING MINUTES

FINAL

October 15, 2008

Present: **Al Redlin- Councilman
Gary Braun-Chairman**

**Ron Schupp – Member
Ron Thacker- Member
Jere Kovach-Member
Elmer Beck-Member (Alternate)
Jody Tibbitts-Inspector
Yolanda Navarrete- Recorder**

Absent: **Robert Palmquist – Member**

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

1. Call to Order:
 - a. There is a Quorum present
2. Approval of Minutes:
 - a. Motion to approve by Jere Kovach, Ron Thacker seconded, approved unanimously.
3. Approval/additions/changes to Agenda:
 - a. Add Building Code, Ordinance review between Items b/c of #6-Information & Discussion Items
4. Citizen Input to the Board for items not on the agenda: none
5. Action Items
 - a. Battleson, Plat Lot 93
 - i. The P&Z Boards first Certificate of Occupancy to be signed by Chairman Gary Braun
 - b. Himmelberger, Shed Permit Plat 18 Lot 12
 - i. Jody recommended the permit be denied
 1. The structure needs footings or proof footings exist to comply w/2003 ICC footing design.
 2. Further information was needed in the general notes and specs on framing and roof loads per the 2003 ICC and paragraph 5 appendix 11-1
 3. Information was also needed on how the structure will be attached to house
 4. Jody had requested information from the contractor, but the contractor never replied to Jody's inquiries.

5. Ron Thacker made a motion to deny, Elmer Beck seconded, the ayes were unanimous; the permit was denied
 6. Gary Braun will contact Mr. Himmelberger to explain why the permit was denied and a notification of the Board's action will be prepared will be prepared for Chairman Braun's signature and sent to the property owner.
- c. Fralick, Gary, building permit garage Plat 3 Lot 121
 - i. Jody indicated that the property owner include more information footings...type, continuous, depth/width.
 - ii. Ron Thacker made a motion to conditionally approve the permit but the owner must provide the necessary information on footings to Jody before the permit will be issued. Elmer Beck seconded, the ayes were unanimous.
 - d. Passer, building permit Plat 7 Lot 102
 - i. Jere Kovach made a motion to approve the permit, Ron Schupp Seconded.
 - ii. There was discussion confirming the lot corners were now marked and Jody had no issues with the plans.
 - iii. The motion passed unanimously.
 - e. Mooneyhan, building permit Plat 6 Lot 27
 - i. Elmer Beck made a motion to approve, Ron Schupp seconded.
 - ii. There was discussion on getting the propane tank repositioned out of setbacks and we needed this condition on the permit.
 - iii. Ron Thacker made a motion to rescind the motion to approve, Jere Kovach seconded. The ayes were unanimous, the motion was rescinded.
 - iv. Ron Thacker made a motion to approve the permit with the condition that the propane tank be repositioned out of the setbacks. Elmer Beck seconded, the ayes were unanimous; the conditional permit was approved.
 - v.
 - f. Jackson, Plat 1 Lot 78 Yolanda update
 - i. Agreed no problem moving tank, to side of house
 - ii. No problem foreseen with moving in before wood floor finished in the spring.
 1. Will readdress at that time, possibly hold deposit till finished.
 - g. Security ENT. (Johnson)Buche...change in plans...Yolanda update
 - i. No problem with changes to plans, just request go to association to change their plans also.
 1. Change closet upstairs to a bathroom
 2. Extending deck around house
 - a. Ok as long as within setbacks
6. Information/discussion Item:
 - a. Commercial fees/deposits
 - i. \$1.00 Sq ft permit fee
 - ii. Deposit \$1.00 sq. ft.

- iii. See notes available
- iv. Discussion on several fee options.
- v. Extra inspection fees,
 - 1. There are 2 extra in second reading how to apply them, discussion
- vi. Commercial would require more inspections, and how to get the payments on extras. Discussion options.
- b. Residential Fees and deposit
 - i. Any additional categories needed?
 - 1. Discussion on smaller projects having different fee structures
 - 2. Setback differences between residential/commercial
 - ii. Are the fees adequate?
 - 1. Should there be a statement/verbiage about P/Z board able to waive/ or deposits on minor projects, where it is deemed where inspections will not be required.
 - 2. Or...additional category of \$50.00 fee/no deposit
 - a. Discussion on amounts of smaller projects
 - b. What defines a smaller project
- c. Building code Ordinance review
 - i. Discussion on revisions
 - ii. Deposits/permit amounts discussion various amounts.
 - iii. Definitions of how to implement them.
 - iv. Various fees for different items discussed
 - v. There was a question on the single owner of two lots being able to put a garage on second lot, if adjoining.
 - 1. Discussion on changing that area in ordinance. With specific restrictions.
 - vi. Discussion on log homes, and insulation requirements.
 - vii. Whether acceptable to build Log homes, discussion
 - viii. Definition of log home, full log inside/out
- d. Entrance grant update, Vista West
 - i. Wyoming bus council
 - 1. Al feels still looking good but there are 21 requests for grants
 - 2. Unknown what results will be, not locked in
 - 3. Decisions made in Jan, Nov 8th whether in running or not.
- e. Update Town Hall
 - i. Back negotiating with Abi
 - 1. Wants to build Town Hall, needs letter of intent
 - 2. Lease amount has been lowered back to \$3500
 - 3. New plan as we originally requested
 - 4. Sidewalks...parking...etc...
 - 5. Window for this year closed, this would come about next spring
 - 6. Discussion on what would be there, and different possibilities
 - a. Emergency services building...etc...
- f. Master Plan Cooperation with County Planner

- i. Brainstorming
 - 1. Bob sent information via e-mail **WILL table for next meeting when Bob is present.**
 - g. Open Action Item discussion, to think about
 - i. BLM Land, Maintenance bldg meeting summary.
 - 1. Building turned to readjust parking.
 - 2. Rotated so doors not facing north.
 - 3. Min 7200 sq ft building itself not set in stone.
 - 4. Per AI they had gone to look at Metal building located in Etna, has all requirements needed. Just as an example of what we could maybe do.
 - ii. Board member, changes okayed at Town Council Meeting
 - 1. Ron Schupp Back as regular member
 - 2. Elmer Beck as Alternate
7. Comments/Matters from the Board
8. Action Items assigned
- a. Permits with explanations
 - b. All look at Ordinance review
 - c. Gary call Himmelberger to discuss denial
 - d. All to review Palmquist's papers
9. Next Regular Board meeting – Wed. November 5, 2008 at 6:00 PM MST

Motion to adjourn Elmer

Second Jere

Ayes unanimous