

The Town of

Star Valley Ranch, Wyoming

PLANNING AND ZONING MEETING MINUTES

FINAL

October 21, 2009

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

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

Guests: **Boyd Siddoway-Mayor TSVR**
Jerry Humphreys-Property Owner

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

1. Call to Order—A quorum is present.
2. Approval/additions to Agenda—Mike Blackman made a motion to approve the agenda as written, Lee Hansen seconded, the motion passed unanimously.
3. Approval of Minutes: The agenda of October 7 was amended to delete Item 8a and reverse Items 6a and 6b. The minutes should be amended to reflect these changes. Bob Palmquist made a motion to approve the minutes as amended, Elmer Beck seconded; the motion passed unanimously.
4. Citizen Input to the Board for items not on the agenda—Mr. Jerry Humphreys addressed the Board about a problem on a house he built at 18 Lilac Drive (Plat 5, Lot 161). The home's septic drain fields encroach on the lot setback and into private property (which Mr. Humphreys also owns) outside of the Town's boundary. Mr. Humphreys asked the Board for advice on how to remedy the situation. The Board explained that the building permit for this residence was issued by the Star Valley Ranch Association's Architecture Committee (October 16, 2007) before the Town began requiring building permits (January 1, 2008). The Town and the Board have no jurisdiction in the matter because the TSVR did not issue the permit. This is an issue for the Mr. Humphreys, SVRA, and Lincoln County. Mr. Humphreys thanked the Board for their time and left the meeting.
5. Citizen's input on agenda--None

6. Action Items: Town of Star Valley Ranch, BLM Well House
 - a. It was noted that two notations needed to be added to the plans
 - i. Roof load minimum must be noted at 100 lbs/ft².
 - ii. Plans must be noted that they will comply with 2006 International Building Code (IBC).
 - b. Plans in the official file had been notated for the 100 lb roof load requirement.
 - c. Contractor has submitted plans notating compliance with the Universal Building Code (UBC).
 - d. Bob Palmquist made a motion to approve the permit with the following condition: The contractor and TSVR Building Official will meet and reconcile differences between the UBC and 2006 IBC and amend building plans to insure compliance with the 2006 IBC requirements. Excavation only for the building is permissible concurrent with the reconciliation process. Mike Blackman seconded the motion, the motion passed unanimously.
7. Information/discussion Item:
 - a. Yolanda updates--re-cap P/Z issues since previous meeting.
 - i. Update on Wells project (P3, L90) FYI—Mr. Wells has decided to defer his permit application until spring, 2010.
 - b. Review action items last meeting
 - i. Bob Palmquist/Lee Hansen to have more information on alluvial fan flood potential, and having a field trip in the works to identify these areas—The Board was unable to schedule a field trip since the last Board meeting. The Mayor requested that additional work on the mapping portion of this project be deferred until any Town liability issues associated with defining an alluvial fan flood overlay can be reviewed with the Town Attorney.
 - c. Harker Comments—Commercial Zoning Ordinance.
 - i. The Board reviewed Councilman Harker's comments and questions on the proposed commercial zoning ordinance and will respond in writing to the Town Council.
 - d. Angelovic Comments—CZO General Regulations. Are some meant only for commercial area?
 - i. The Board Chairman has spoken with Mr. Angelovic about the CZO General Regulations and clarified the ordinance intent. Mr. Angelovic indicated he was satisfied with the clarification.
8. Comments/Matters from the Board
 - a. Ron T: Administrivia
 - i. Watt Project (P 13, L47)—The Board Chairman has contacted Mr. Rod Albertson, Mr. Watt's builder, and clarified the requirement to obtain a building permit for structural changes to existing buildings and the time parameters associated with the permit application. Mr. Albertson has agreed to submit building plans and to apply for a

permit. The Building Official has agreed to contact Mr. Albertson to identify specific plan requirements to assist Mr. Albertson and to expedite the application process.

9. Recap action items for next Board Meeting
 - a. Mike Blackman—Obtain private insurance pricing information on flood insurance
 - b. Lee Hansen—Contact Kim Johnson of Wyoming Homeland Security about pricing information for federal insurance and the advantages of having federal flood insurance.
 - c. Bob Palmquist—Draft a zoning map for TSVR.
 - d. Ron Thacker—Summarize Board response to CZO comments and questions from Councilman Harker.
 - e. Ron Thacker—Contact Town Attorney on possible Town liability issues when defining a TSVR alluvial fan flood overlay.
10. Motion to Adjourn—Lee Hansen made a motion to adjourn the meeting, Elmer Beck seconded; the motion passed unanimously. The meeting was adjourned at 8:50 pm.
11. Next Regular Board meeting – Wed. November 4, 2009 at 6:00 PM MST