

The Town of

Star Valley Ranch, Wyoming

PLANNING AND ZONING MEETING MINUTES

FINAL

September 2, 2009

Present: **Ron Thacker- Chairman**
Bob Palmquist-Member
Ron Schupp-Member
Mike Blackman- Member
Yolanda Navarrete- Clerk/Recorder
Jody Tibbitts-Building official
Al Redlin- Councilman

Absent **Lee Hansen- Member**
Elmer Beck-Member (Alternate)

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 accept the agenda as written, Ron Schupp seconded; the motion passed unanimously.
3. Approval of Minutes--Mike Blackman made a motion to accept the minutes as written, Ron Schupp seconded; the motion passed unanimously.
4. Citizen Input to the Board for items not on the agenda--None
5. Citizen's input on agenda--None
6. Action Items:
 - a. Resident at: Plat 4, Lot2--44 Brambleberry Drive. Addition to residence
 - i. Ron Schupp made a motion to approve the permit subject to these conditions:
 1. The structure must be at least 10 feet from the septic leach field.
 2. More information on the deck structure must be provided in the plans and the plans must state the structure would comply with the 2006 IRC-IBC codes.
 - ii. The motion was seconded by Mike Blackman and passed unanimously.
 - iii. The resident requested the permit deposit be waived. After discussion, Mike Blackman made a motion to deny the waiver request, Bob Palmquist seconded: the motion to deny the waiver passed unanimously.
 - b. Sanford, Plat: 7 Lot: 93 75 Blackwood Dr: Deck Extension
 - i. There was discussion on footings and railing for the extension.

- ii. The Building Official agreed that if the builder provided a footings plan that complied with the building code, he would approve the plans. The Building Official agreed to make a site inspection.
 - iii. Mike Blackman made a motion to approve the permit subject to the permit applicant submitting an appropriate footings plan that was approved by the Building Official. Bob Palmquist seconded the motion, the motion passed unanimously.
- 7. Information/discussion Item:
 - a. Yolanda updates--re-cap P/Z issues since previous meeting--None
 - b. Review action items last meeting
 - i. Mike Blackman to prepare intro for zoning survey for the town website--Done
 - ii. Bob Palmquist to work w/Town Clerk to print survey and put on Town Website--Done
 - iii. Ron Thacker to write an introduction to the sign section of the Commercial Zoning Ordinance--Done
 - c. Review Article 5—Commercial Zoning Ordinance Draft—There was discussion and some revision of several items in Article 5 of the draft.
- 8. Comments/Matters from the Board
 - a. Ron Thacker: Administrivia--None
 - b. Review commercial ordinance timeline --A public hearing on the draft ordinance will tentatively scheduled in the 20th-23rd of September timeframe.
- 9. Recap action items for next Board Meeting
 - a. Bob Palmquist will finalize draft of the Commercial Zoning Ordinance including removing the bold type in the text.
 - b. Yolanda will check w/LCWY on 10' leach line setback on Plat 4, Lot 2 residence.
 - c. Al Redlin will write and ad for newspaper ref online availability of the Commercial Ordinance
 - d. Ron Thacker will write a proposal to the Town Council on allowing the Board to issue variances under certain circumstances.
 - e. Bob Palmquist and Lee Hansen will be asked to prepare information on alluvial fan flood plains and the National Flood Insurance Program (NFIP).
- 10. Motion to Adjourn
 - a. Bob Palmquist made a motion to adjourn, Mike Blackman seconded; the motion passed unanimously. The meeting adjourned @8:35 pm.
- 11. Next Regular Board meeting – Wed. September 16, 2009 at 6:00 PM MDT