

The Town of

Star Valley Ranch, Wyoming

PLANNING AND ZONING MEETING MINUTES

FINAL

September 16, 2009

Present: **Ron Thacker- Chairman**
Bob Palmquist-Member
Ron Schupp-Member
Lee Hansen- Member
Mike Blackman- Member
Elmer Beck-Member (Alternate)
Jody Tibbitts-Building official
Al Redlin- Councilman

Absent: **Yolanda Navarrete- Clerk/Recorder**

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

1. Call to Order—A quorum is present
2. Approval/additions to Agenda—Ron Thacker reported that Mr. Pope had asked to withdraw his permit application, so Item 6a. is deleted from the agenda. Ron Schupp made a motion to accept the agenda as amended, Bob Palmquist seconded; the motion passed unanimously.
3. Approval of Minutes—Lee Hansen made a motion to approve the minutes as written, Bob Palmquist 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. Deleted from agenda
 - b. Gee, Pat/Boyd Plat 15 lot 75: 99 Snow Forest Dr: roof extension. The Building Official indicated that Mr. Gee needed to amend the building plans to show footing sizes and a rebar schedule. He also indicated that Mr. Gee should indicate on the plans that Simpson straps or their equivalent should be used to attach the posts to the beams. Bob Palmquist made a motion to approve the permit subject to the above conditions, Ron Schupp seconded; the motion passed unanimously.
 - c. Revisit: Aoyagi, Patricia Plat 10 Lot 81 241 Vista West Dr: Engineer stamp requirement for retaining wall. The Building Official reported that Ms. Aoyagi and her builder indicated that they were unaware that an engineer stamp for their plans must be obtained from a Wyoming certified engineer. They had obtained an engineer stamp on their plans from a California engineer at a significant expense. The Building Official recommended that the Board accept the California stamp because California's seismic and structural requirements are equal to or more strict than Wyoming's. The Board

concurred and agreed to accept the California engineer's certification of the Aoyagi permit plans. The Board also emphasized to Town staff the need to make clear to permit applicants that Wyoming certified engineers are to be used to certify building plans if engineer stamps are required.

7. Information/discussion Item:
 - a. Yolanda updates--re-cap P/Z issues since previous meeting--None
 - b. Review action items last meeting
 - i. Yolanda: contact LCWY: Waste Water 10' from leach-line/tanks, Plat 4, Lot 2--Done
 - ii. Bob Palmquist: Finalize draft ordinance/remove bold type in text--Done
 - iii. Al Redlin: Write ad for newspaper referencing online Draft Commercial Ordinance availability--Done
 - iv. Ron Thacker: Proposal to Council on allowing Board to grant variance requests—In Process
 - v. Bob Palmquist/Lee Hansen: Alluvial flood plain information and National Flood Insurance Program (NFIP) information—In Process
8. Comments/Matters from the Board
 - a. Ron Thacker: Administrivia—Reported on P&Z report to Town Council
 - b. Review preparations for commercial ordinance public hearing on 9/22—Done, all Board members indicated they will be present at hearing.
9. Recap action items for next Board Meeting
 - a. Lee Hansen/Bob Palmquist will work on alluvial fan flooding map and obtaining requirements for participation in the National Flood Insurance Program (NFIP)
 - b. Ron Thacker will finalize preparations of commercial zone public hearing
 - c. Elmer Beck will research Town plat maps for drainage easements.
 - d. Ron Schupp will continue researching how the Board can administer expedited small project permits. Ron S. will report findings and possible alternatives for the Board to consider in its November meetings.
10. Motion to Adjourn
 - a. Bob Palmquist made a motion to adjourn, Ron Schupp seconded; the motion passed unanimously. The meeting adjourned @7:55 pm.
11. Next Regular Board meeting – Wed. October 7, 2009 at 6:00 PM MDT