

The Town of
Star Valley Ranch, Wyoming

PLANNING AND ZONING MEETING MINUTES

Final

April 21, 2010

Present: **Mike Blackman- (Acting Chairman)**
 Ron Thacker- Member
 Elmer Beck-Member (Alternate)
 Ron Schupp-Member
 Yolanda Navarrete- Clerk

Absent: **Al Redlin- Councilman**
 Bob Palmquist-Member
 Lee Hansen- Member
 Jody Tibbitts-Building official

Official P&Z Board Meeting at 5:00 PM MDT

1. Call to Order – The meeting was called to order at 5:00 pm April 21, 2010, a quorum was present.
2. Approval/additions to Agenda
 - a. Yolanda asked to add Item 5 a iii–Sign a Certificate of Occupancy for the Lorenzo residence (Plat 18, Lot 101) at 587 Hardman Road.
 - b. Yolanda asked to remove Item 9a from the agenda. No Board action is required.
 - c. Ron Thacker moved to approve agenda as amended, Elmer Beck seconded the motion; the motion was approved unanimously.
3. Approval of Minutes – Elmer Beck moved to approve the minutes of the April 7, 2010 meeting as written, Ron Schupp seconded the motion. Ron Schupp and Elmer Beck voted to approve the motion, Mike Blackman and Ron Thacker abstained. The motion passed.
4. Citizen’s input for items on the agenda— none
5. Information/discussion Item
 - a. Yolanda--Re-cap P/Z issues since previous meeting
 - i. Yolanda will not be present @ next meeting 5/5/10; the Board members will be responsible for minutes of the meeting.
 - ii. FYI Bos project--128 Fir Place (Plat 6, Lot 112) and 48 Green Canyon Circle (Plat 11, Lot 17).

1. Yolanda explained what the Bos's would like to build one house on two lots, and that the SVRA had provided a letter to the property owner stating they had no objection to his building proposal.
 2. There was Board discussion about obtaining written permission from entities possessing easements on the lot line before building. The Board will consider the permit application when it's submitted.
 - iii. Sign a Certificate of Occupancy for the Lorenzo residence on 587 Hardman Road (Plot 18, Lot 101)—The Acting Chairman signed the Certificate of Occupancy.
6. Review action items from last meeting
 - a. Yolanda--To add Board review of proposed SVRA ordinances Chapter 9, Articles 6, 7, and 8 to future agenda when a full Board is present—pending.
 - b. Bob Palmquist--Format: Chapter 9: Articles 6,7,8—done.
 - c. Mike Blackman to Chair next meeting—done.
 - d. Bob Palmquist--Prepare Binder material for TSVR Council Meeting on 4/13/10—done.
7. Comments/Matters from the Board
 - a. Acting Chairman's Administrivia: Mike Blackman re-capped the joint Board/Council FEMA workshop with the TSVR attorney and Bill Miller from the State Risk Management Office.
 - i. There was a discussion on whether the Board would recommend a flood ordinance be put in place.
 - ii. The Board will make a recommendation after further discussion with the full Board.
 - b. Other—None.
8. Citizen Input to the Board for items not on the agenda--Northridge homes, 498 Redwood Rd (Plat 8 Lot 22).
 - a. Permitted by SVRA in August, 2007, permit lapsed. Property foreclosed and purchased by Northridge Homes. Partially built (2 required inspections obtained); almost completed. Owner asked Board to issue building permit at current meeting. The permit application has been filed and all fees and deposits have been paid.
 - b. After discussion Ron Thacker moved to issue the permit with two conditions:
 - i. The Town Building Official (Jody Tibbitts) is in agreement with the proposed building plans and completed inspections.
 - ii. Building is to be completed and any work done since last building inspection must conform to the 2006 IRC, IBC building codes.
 - c. Ron Schupp seconded the motion; the motion passed unanimously.
9. Action Items:
 - a. **NO PERMIT REQUESTS**

b. NO VARIANCE REQUESTS

10. Recap action items for next Board Meeting

- a. Mike Blackman—Send PDF file of proposed Chapter 9, Articles 6, 7, and 8 to Ron Schupp.
- b. Yolanda--Ask TSVR Public Works Director Warren Webb to verify water hydrant locations for Town map updates.
- c. Mike Blackman--Call HUB insurance to inquire about flood insurance as part of FEMA information.
- d. Yolanda--get all permit information for TSVR files from SVRA for Northridge homes application at 498 Redwood Rd (Plat 8, Lot 22), and issue the Town's permit when conditions are met.
- e. All Board Members--read proposed Chapter 9, Articles 6, 7, 8 for discussion at next Board Meeting.
- f. Bob Palmquist—Obtain projector and documents for Board discussion in Item e. above.

11. Motion to Adjourn--Ron Schupp made a motion to adjourn the meeting, Ron Thacker seconded; the motion passed unanimously. The meeting adjourned at 6:22 pm.

12. Next Regular Board meeting – Wed. May 5, 2010 at 5:00 PM MDT—