

The Town of
Star Valley Ranch, Wyoming
PLANNING AND ZONING BOARD MEETING MINUTES
FINAL
April 6, 2011

Present **Roger Jeffs--Alternate Member (Acting Chairman)**
 Mike Blackman—Member
 Lee Hansen—Member
 Yolanda Navarrete--Board Clerk

Absent: **Al Redlin—Councilman**
 Ron Thacker--Chairman
 Bob Palmquist—Member
 Don Baillie--Member
 Jody Tibbitts- Building official

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

1. Call to Order.
 - a. Meeting called to order 5:00p a quorum is present.

2. Approval/additions to Agenda.
 - a. Mike moved to accept as amended, Lee 2nd ayes unanimous
3. Approval of Minutes.
 - a. Mike move approve as written, Lee 2nd ayes two, Lee Hansen abstained

4. Citizen's input for items on the agenda.
 - a. None

5. Citizen Input to the Board for items not on the agenda.
6. Action Items.
 - a. No permit requests
 - b. No variance requests.
 - c. Nilsen, Jay Garage Plan change plat 1/lot 88: 264 Evergreen Dr
 - i. Jody approved changes, Board would like a list of changes official , other than that what Jody approved on changes are fine
7. Review action items from last meeting.
 - a. Robt. Palmquist give land use/school section, to Mayor 3/21,
 - i. done
 - b. Mike Modify driveway procedure
 - i. Discussion on application, an changes made
 - ii. Corrections were agreed upon
 - c. Don give info editing's for lot line adjustment, adjust application
 - i. Defer next meeting
 - d. Robt. Palmquist - Fence definitions
 - i. Sent to Mayor by Bob Palmquist

- e. Yo- copy title 6, for the Board
 - i. Done
- f. Robt. Palmquist to check road def,
 - i. Defer..
- g. Robt. Palmquist attend 3/21/11 flood meeting and prepare send proposed report to send to Kim Johnson
 - i. Mike said he saw an e-mail from Al indicating he would send the report, but was polling the other council members and the mayor. Current status is waiting on responses before sending.
- 8. Information/discussion Items.
 - a. Board Clerk--Re-cap P/Z issues since previous meeting.
 - i. Permit extension report.
 - 1. Justin Miller 310Redwood Rd Plat 7 lot 70
 - 1. Permit actual expiation is 7/28, not 5/28 ok.
- 9. Accessory Building standards
 - a. Lee had sent construction standards
 - i. Discussion on application, and check list. Requirements defer for edits.
- 10. Permit process for driveways..
 - a. Discussion n application minor editing
- 11. New Ordinance change recommendations: List of changes coming
 - a. Fences
 - b. Driveways
 - c. Accessory Buildings
 - d. Amended Plats
 - e. Other
- 12. Town master plan update
 - a. School section land use coordination with Lincoln County.
 - i. Defer until Bob returns
 - b. Road master plan.
 - i. Defer for Bob's return
- 13. Other
- 14. Comments/Matters from the Board.
 - i. Chairman's Administration:
 - ii. Procedure List-Roger has discussion on procedures steps, by step..
 - iii. Future Board member absences. Mike Blackman 20th Apr
 - iv. Acting Board Chairman April. 20 Lee Hansen
 - v. Newsletter items—
 - a. Mike to get info to Roger to have for Town Clerk by tomorrow.
- 15. Other Board member matters.
- 16. Recap action items for next Board Meeting.
 - a. Yo contact Jody re: Nilsen changes
 - b. Mike check see if Mayor received master plan, check e-mails
 - c. Bob to report back on 3/21 meeting
 - d. Yo- give Miller permit to Peggy for delivery

- e. Lee edit Accessory bldg standards, and application
- f. Mike modify driveway appl. Edit Title's
- g. Lee; come up with a definition for 120-600 sq ft "utility/Storage bldg
- h. Yo- put together apps, for driveways,
- i. Ron- procedures needed
- j. Yo- put dog run on agenda
- k. Mike newsletter to Carol by 15th
- l. Roger – dog run def/where it falls into place
- m. Bob information on fence height, create definition
- n. Don –edit lot line adjustments

17. Motion to Adjourn.

- a. Lee Hansen moved Mike Blackman 2ND ayes unanimous 7:10pm adjourned

18. Next Regular Board meeting – Wed. April 20, 2011 at 5:00 PM MST—