

**The Town of**  
Star Valley Ranch, Wyoming  
**PLANNING AND ZONING BOARD MEETING MINUTES**  
**FINAL**  
**March 6, 2013**

Present:     **Don Baillie—Chairman**  
              **Roger Jeffs—Member**  
              **Robert Palmquist—Member**  
              **Jody Tibbitts—Building Official**  
              **Yolanda Navarrete--Board Clerk**

Absent:     **Shirley Greenhoe--Member**  
              **Lee Hansen—Member**  
              **Al Redlin—Councilman**

Guests:     Lars Robinson--Contractor

Official P&Z Board Meeting at 5:00 PM

1. Call to Order.
  - a. 5pm A quorum is present
2. Approval of Agenda.
  - a. Roger Jeffs moved to approve, Bob Palmquist 2<sup>nd</sup>, Ayes unanimous
3. Approval of 2/20/2013 Minutes.
  - a. Roger Jeffs Moves to approve as amended, Bob Palmquist 2<sup>nd</sup>, Ayes unanimous
4. Action Items.
  - a. Knudsen, Gary/Kathy, 2<sup>nd</sup> part of original permit for deck/partial roof over hot tub
    - i. 558 Aspen Way plat 2, Lot 22
      1. Questions/answers to Builder, Jody has no problems with plans, there are a couple redlines, and no problems with fire pit. The builder will need to get lighting plan to Yolanda and Jody before they start any electric, if they decide to add any lighting. Bob Palmquist moved to approve permit as redlined, Roger Jeffs 2<sup>nd</sup>, Ayes unanimous.
  - b. Variance requests
5. Citizen input to the Board for items not on the agenda.
  - a. Don explained his conversation with John Woodward if reference to Septic cleanouts, and it was suggested the Town does not want to get into this area at this time.
6. Review action items from last meeting.
  - a. Shirley/Lee Personal Utilities—in process
  - b. Roger abatement—move to 7D
  - c. Don check with other Town to see if they do inspections for insulation-check w. Alpine see What they do-in process
  - d. Don ask the Manning's to go to Cokeville—done, they will be out of town
  - e. Bob redo presentation for County P&Z--done
  - f. Don check on WYOPASS—Discussion on WYOPASS roads..etc...
7. Information/discussion items.
  - a. Board Clerk

- i. Re-cap P/Z issues since previous meeting.--none
    - b. Community Plan
      - i. Cokeville meeting February 27, 2013 7:00 PM
      - ii. Community Overlay was passed through County P&Z Commission, and will be brought before the County Commissioners at the April Meeting IN April At The Town of Star Valley Ranch's Town Hall
      - iii. It was suggested to maybe meet with the commissioners one-on-one prior to answer any question
    - c. Personal Utilities—on-going
    - d. Abatement--in process, discussion to find other definitions, and find what other towns in Wyoming are doing.
8. Comments/Matters from the board.
- a. Chairman's Administriva.
    - i. Board member absences—Lee March 6<sup>th</sup>--Don March 20<sup>th</sup>—Shirley March 20<sup>th</sup>
    - ii. March P&Z Report—Shirley Greenhoe (due 3/7) Newsletter—Roger Jeffs (due 3/15)
    - iii. Roger to Chair March 20<sup>th</sup>
    - iv. Other
  - b. Other Board member matters.
    - i. Orman "Bob" Horton to be recommended to Council as new Alternate Board Member
9. Recap action items for next Board meeting.
- a. Roger to send definitions on abatement to all
  - b. Roger to send newsletter article to Yolanda
  - c. Shirley/Bob Horton/Lee—Personal Utilities—ongoing
  - d. Roger—Abatement
  - e. Don—Check other Towns about insulation inspections
10. Motion to Adjourn.
- a. Bob Palmquist moved to Adjourn, Roger Jeffs 2<sup>nd</sup>, Ayes Unanimous,6:45p
11. Next Regular Board meeting—Wed. March 20, 2013 at 5:00 PM