

The Town of
Star Valley Ranch, Wyoming
PLANNING AND ZONING BOARD MEETING MINUTES
DRAFT
April 3, 2013

Present: **Don Baillie—Chairman**
 Roger Jeffs—Member
 Robert Palmquist—Member
 Lee Hansen—Member
 Bob Horton--- Alternate Member
 Shirley Greenhoe--Member
 Yolanda Navarrete--Board Clerk

Absent: **Jody Tibbitts—Building Official**
 Al Redlin—Councilman

Guests:

Official P&Z Board Meeting at 5:05 PM

1. Call to Order.
 - a. 5pm a Quorum is present
2. Approval of Agenda.
 - a. Shirley Greenhoe moved to Approve the Agenda Roger Jeffs 2nd, Ayes unanimous
3. Approval 3/20/13 Minutes.
 - a. Robert Palmquist moved to approve the Minutes as amended, Roger Jeffs 2nd, Ayes unanimous
4. Action Items.
 - a. Permit requests-none
 - b. Variance requests--none
5. Citizen input to the Board for items not on the agenda.
6. Review action items from last meeting.
 - a. Yo—If requested ask Gregg to put notice in paper about Commissioners meeting to be at Town Hall in April—no need
 - b. YO—put corrected community overlay on website on Monday 3/25
 - c. Robert- ask Mayor about putting info in newspaper about overlay meeting – no need
 - d. Roger—send ICBO to Al--done
 - e. Yo- Look for John's note, and send to Robert—DONE
 - f. Don- Insulation check off card—done 7-g
7. Information/discussion items.
 - a. Board Clerk
 - i. Re-cap P/Z issues since previous meeting. --none
 - b. Community Plan—updates if any

- i. Robert worked with Mayor for possibility of meetings with commissioners before meeting, and they had agreed to do so.
 - c. Personal Utilities
 - i. Discussion on actual definitions on each
 - ii. A few revisions and edits to tweak
 - d. Abatement
 - i. After a brief discussion Roger Jeffs moved to not pursue this issue any further Robert Palmquist 2nd, ayes unanimous. Abatement Ordinance was dropped
 - e. Animals
 - i. It was decided an further or more defined animal ordinance was not necessary
 - f. Orange safety caps construction
 - i. This issue on construction was not an issue and was decided would not be an issue to pursue
 - g. Insulation card
 - i. The card was discussed and a few legal words added, and advise from the Town Attorney would be advised before the board move further, on the wording of the verification card.
- 8. Comments/Matters from the board.
 - a. Chairman's Administriva.
 - i. Board member absences---4/23 Robert Palmquist
 - ii. March P&Z Report—Roger Jeffs (due 4/4) Newsletter—Don Baillie (due 4/15)
 - iii. Other
 - b. Other Board member matters.
- 9. Recap action items for next Board meeting.
 - a. Robert—send info to Mayor for meetings with Commissioners
 - b. YO- Call Spence on help with wording
 - c. Yo- check for \$\$ spent on Overlay Project
 - d. Don-redo card for insulation
 - e. Lee/Bob/Shirley- Edit Areas for all
 - f. All-Look over Roberts information ON Roads/Letter to WYOPAS
 - g. Robert-to email Roads to everyone
- 10. Motion to Adjourn-Robert Palmquist moved to Adjourn, Lee Hansen 2nd, Ayes unanimous
- 11. Next Regular Board meeting—Wed. April 17, 2013 at 5:00 PM