

**The Town of**  
Star Valley Ranch, Wyoming  
**PLANNING AND ZONING BOARD MEETING MINUTES**  
**FINAL**  
**May 1, 2013**

Present:     **Don Baillie—Chairman**  
              **Robert Palmquist—Member**  
              **Lee Hansen—Member**  
              **Bob Horton--- Alternate Member**  
              **Shirley Greenhoe—Member**  
              **Jody Tibbitts—Building Official**  
              **Yolanda Navarrete--Board Clerk**

Absent:     **Al Redlin—Councilman**  
              **Roger Jeffs—Member**

Guests:

1. Call to Order.
  - a. 5pm A quorum is present
2. Approval of Agenda.
  - a. Shirley Greenhoe moved to accept, Lee Hansen 2<sup>nd</sup>, Ayes unanimous
3. Approval of 4/17/2013 Minutes.
  - a. Robert Palmquist Moved to accept as Amended, Shirley Greenhoe 2<sup>nd</sup> Ayes unanimous
4. Action Items.
  - a. Permit applications
    - i. Alan Allred-- 276 Alpine Way-House, Plat 12 Lot 40, 187 Solitude Dr.
      1. There was a short discussion on cove heating, ok to show on plan outlet for them, a few redlines per Jody no problem. Robert moved to accept as amended, Bob Horton 2<sup>nd</sup> ayes unanimous
    - ii. Andrus/Jones-- Deck-Plat 8 Lot 1, 72 Redwood Cir
      1. Per Jody, just minimal red line on Hanger, and saddle. Lee moved to approve as amended pet redlines, Shirley 2<sup>nd</sup> Ayes unanimous
  - b. Variance requests
5. Citizen input to the Board for items not on the agenda.
  - a. Chuck Sutter (Yolanda)
    - i. Question on a Lean-to cover for his wood
      1. Was on original plans, and contractor never built 5x10, has a question as to the need for a permit when it is just to have a covering for wood only.
        - A discussion ensued, and it was determined if Mr., Sutter built this with post on both sides, and not attached to garage could be categorized as a 10x50 open shed, and no permit required.
6. Review action items from last meeting.
  - a. Shirley/Lee/Bob Personal Utilities--ongoing
  - b. Don insulation sign off sheet—7e
  - c. Don lighting code 9.05.140—7c
  - d. Robert update letter to WYOPASS—in process

- e. Start to fill out Title 9 reserved sections—7g
  - f. Title 9 updates such as 9.05.110 C—7f
  - g. Yolanda check with Gregg on monies spent for Overlay—Approx. \$2500--done
7. Information/discussion items.
- a. Board Clerk
    - i. Re-cap P/Z issues since previous meeting.
  - b. Community Plan---done
  - c. 9.05.140 Outdoor Lighting --going to Town Council
  - d. Personal Utilities—in process
  - e. Insulation—in process
  - f. Title 9 updates 9.05.110 C—discussion for editing of letter
  - g. Fill out Title 9 reserved sections—discussion, and set up homework for all board members
8. Comments/Matters from the board.
- a. Chairman's Administriva.
    - i. Board member absences
    - ii. May P&Z Report— Don Baillie (due 5/2) Newsletter--Robert Palmquist (due 5/15)
    - iii. Other
  - b. Other Board member matters.
9. Recap action items for next Board meeting.
- a. Bob—To put together a to do list for upcoming possible projects
  - b. Don-Items to get into??
  - c. Robert—9.05.110 c-g
  - d. All—
    - i. BOB—2
    - ii. Don-4
    - iii. Lee-9
    - iv. Shirley-8
    - v. Roger-3
  - e. Don-Update Insulation form
  - f. Yo---Contact Chuck Sutter
  - g. Robert-- Contact Woodward
10. Motion to Adjourn.
- a. Lee Hansen moved to Adjourn, Robert Palmquist second, Ayes unanimous adjourn 6:50p
11. Next Regular Board meeting—Wed. May 15, 2013 at 5:00 PM