

The Town of
Star Valley Ranch, Wyoming
PLANNING AND ZONING BOARD MEETING MINUTES
FINAL DRAFT
September 4, 2013

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

Absent: **Jody Tibbitts—Building Official**

Guests:

1. Call to Order. —5 PM, A quorum is present
2. Approval of Agenda—Lee moved to approve the agenda, as amended, Roger 2nd —ayes unanimous
3. Approval of 8/21/2013 Minutes. —Robert Palmquist moved to approve as amended, Shirley Greenhoe 2nd, Lee Hansen abstained, Roger Jeffs Aye, Don Baillie Aye Motion Passed.
4. Action Items.
 - a. Permit applications
 - i. Aullman, Janet 30 Ridgecrest DR plat 10 lot 60
 1. 18x12 Simple Shed Tabled July 17,2013 now (9/3/13) building one on north side of home
 - Robert Palmquist moved to bring the application back to the table, Shirley Greenhoe 2nd, Ayes unanimous
 - Yolanda explained, Ms. Aullman has decided to keep her shed below the 120 sq. ft. size and alleviate the problem of location, and setback issues she would encounter with a larger shed, and has decided to remove her permit request from the P&Z Board.
 - ii. Greg Schmidt 631 E Vista Drive Plat 6 Lots 62/63 Plat Adjustment, combine two lots into one
 1. After discussion on the completeness of application, and the timeline for completion of the process.
 2. Robert Palmquist moved to approve the application to move forward in the request to combine the two lots, Shirley Greenhoe 2nd, Lee Hansen Nay, Roger Jeffs Aye, and Don Baillie Aye. Ayes have it
 - iii. Don Price 812 Vista East Dr. Plat 7 Lot 86 adding 2 egress windows—on this I (Yolanda) did not require him to mark corners. Robert Palmquist Moved to approve, Shirley Greenhoe 2nd Ayes unanimous
 - b. Variance requests
 - i. None
5. Citizen input to the Board for items not on the agenda. --- None

6. Review action items from last meeting.
 - a. Al set up work shop with Town Council possible date September 18, 2013—3:30
 - b. Zoning Districts
 - i. Multiple Family Residential -1 Zone and Zone 2 Bob Horton and Roger Jeffs--done
 - ii. Planned Residential/Mixed Use Development Zone Lee Hansen and Shirley Greenhoe—process
 - iii. Yolanda purchase wooden lathes for staking properties--process
 - iv. Roger paint stakes--process
 - v. Don Topo Variances---working
 - vi. Yolanda send templates to Board members for PZ report to Town Council --done
 - vii. Don do draft ordinance for Plat amendments---edits
 - viii. Don redo letter to go with stakes--done
7. Information/discussion items.
 - a. Board Clerk
 - i. Re-cap P/Z any issues since previous meeting. --None
 - ii. Review and discuss all Reserved Zoning Districts the Board is working on before our meeting with Town Council—get together 9/12/23 to go over notes
 - iii. New proposed Ordinance Title 9 Chapter 22 Plat Amendment—discussion on county guidelines
 - iv. Topo Variance--discussion on how to add this to ordinance.
8. Comments/Matters from the board.
 - a. Chairman's Administriva.
 - i. Board member absences Robert Palmquist on 9/18/13, Don Baillie 10/2/13—will need chairman for 10/2/13 and 10/16/13 (Don will be here 10/16) Robert gone all of October meetings Shirely Greenhoe 11/6/13 and 11/20/13
 1. Shirley to Chair 10/2, Yolanda/Shirley to put together the agendas for 10/2 and 10/16 meeting, and for special public meeting for 10/16/13
 - ii. September P&Z Report— Lee Hansen (due 9/5) Newsletter—Roger Jeffs (due 9 /15)
 - iii. Other
 - b. Other Board member matters.
 - i. Robert Palmquist any reply from WYOPASS—Robert will check
 - ii. Personal Utilities to be on workshop agenda----Need help on this, discuss this with council at workshop, whether they want these subjects or not.
 - iii. Sunrise, Storm water runoff—We will have a detailed map showing flow of water when study completed.
9. Recap action items for next Board meeting.
 - a. Robert/Bob—Meet 9/13 to prepare for 9/18 workshop
 - b. Shirley/Lee-- Meet 9/13 to prepare for workshop
 - c. Robert—FEMA WYOPASS letter
 - d. YO—order Lathe/Paint from Teton Lumber
 - e. YO—Notice/Add for public meeting
 - f. Robert—ask Gregg about Flood analysis Grant monies
10. Motion to Adjourn. —Shirley Greenhoe moved to Adjourn, Roger Jeffs 2nd Ayes unanimous
11. Next Regular Board meeting—Wed. September 18, 2013 at 5:00 PM