

**The Town of**  
Star Valley Ranch, Wyoming  
**PLANNING AND ZONING BOARD MEETING MINUTES**  
**FINAL**  
**September 18, 2013**

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

Absent:     **Robert Palmquist—Member**  
              **Jody Tibbitts—Building Official**

Guests:

1. Call to Order. 5PM A quorum is present
2. Approval of Agenda-Roger Jeffs moved to approve, Shirley Greenhoe 2<sup>nd</sup>, ayes unanimous
3. Approval of 9/4/2013 Minutes-Shirley Greenhoe moved to approve, Roger Jeffs 2<sup>nd</sup> Ayes unanimous
4. Action Items.
  - a. Permit applications
    - i. SVRA---1726 Cedar Creek Dr.—40x60 Steel Storage
      1. The lot inspection went well, and corners are marked, Yolanda stated per Jody’s absence, there was only a red-line on the Footers needing to be 3’.
      2. Lee Hansen asked the question as to how that lot is zoned, and Don Baillie answered per title 9 Chapter 2: 9.02.010.A “Single Family Residential” Lee Hansen then asked if that means they can add another building as a cart barn? Don answered per 9.02.010A.1. “Non-conforming Use”, which means this lot, is grandfathered to the use unique to this designated lot. The continued use as a Cart Storage as is the other building now is acknowledged. Lee Hansen said he was ok with that answer.
      3. Lee Hansen moved to approve per Jody Tibbitts’ Red lines, Roger Jeffs 2<sup>nd</sup>, Ayes unanimous---Bob Horton abstained.
    - ii. Dawe. Marilyn—63 East St.—Fence
      1. Roger Jeffs Moved to approve, Lee Hansen 2<sup>nd</sup>, Ayes unanimous
    - iii. Christianson, Dennis—15 Cottonwood Ln— Garden Fence
    - iv. Shirley Greenhoe Moved to approve, Lee Hansen 2<sup>nd</sup>, Ayes unanimous
  - b. Variance requests
    - i. None
5. Citizen input to the Board for items not on the agenda.
6. Review action items from last meeting.
  - a. Zoning Districts
    - i. Multiple Family Residential -1 Zone and Zone 2 Bob Horton and Roger Jeffs--ready

- ii. Planned Residential/Mixed Use Development Zone Lee Hansen and Shirley Greenhoe-- ready
      - iii. Don Baillie Rural Residential-- ready
    - b. Yolanda/Roger purchase wooden lathes and paint for staking properties--done
    - c. Roger paint stakes—in process
    - d. Robert Palmquist Title 9 Zoning Variances—in process
    - e. Everyone input for draft ordinance for Plat amendments—in process
    - f. Shirley Greenhoe to Chair 10/2/13 meeting and with help agenda for 10/16 PZ meeting and 10/16 Open Meeting—in process
    - g. Shirley to author and post legal notice on open hearing 10/16/13—in process
    - h. Robert Palmquist FEMA re: grants available—in process
    - i. Robert Palmquist send County and State Laws on vacate property lines—in process
7. Information/discussion items.
- a. Board Clerk
    - i. Re-cap P/Z any issues since previous meeting.
    - ii. Possible upcoming permit 322 Vista East Dr Plat 6 Lot 132...Lifting house/adding basement/new footings/foundation/Bearing wall/re-attaching house. Discussion on what categories this project could fall into for building permit and fees. The Board determined, without seeing an actual application and drawings they could not definitely determine the amounts but...the Minimum permit fee would be \$300, A Max fee of \$600, With the Min Deposit fee of \$1000 and Max Deposit fee of \$2000.
  - b. Review and discuss all Reserved Zoning Districts comment from the Town Council and the P&Z Board at our workshop.
    - i. The Council did request The P&Z Board move forward with their title 9 projects with some suggestions, and edits.
8. Comments/Matters from the board.
- a. Chairman's Administriva.
    - i. Board member absences Robert Palmquist on 9/18/13, 10/2/13 and 10/16/13  
Don Baillie 10/2/13—Shirley Greenhoe to chair for 10/2/13 meetings  
Shirely Greenhoe 11/6/13 and 11/20/13
    - ii. October P&Z Report---Roger Jeffs (due 10/3) Newsletter—Bob Horton (due 10/15)
    - iii. Other
  - b. Other Board member matters
9. Recap action items for next Board meeting.
- a. Yo—Ask Gregg about getting the Schmidt plat adjustment notices in the newspaper
  - b. Robert Palmquist—Title zoning Variances
  - c. Robert Palmquist FEMA Grants available
  - d. Robert Palmquist –send County and State laws on Vacate property lines
  - e. Roger –send samples of updated reports
  - f. Don—add fences, and pass on
  - g. Bob/Roger –Edit/Shorten their project info
  - h. Roger—paint lathe posts
  - i. All—Read/amend Plat Ord. for first reading for Oct. Council Meeting
10. Motion to Adjourn.-Lee Hansen moved to adjourn, Shirley Greenhoe 2<sup>nd</sup>, ayes unanimous
11. Next Regular Board meeting—Wed. October 2, 2013 at 5:00 PM