

The Town of
Star Valley Ranch, Wyoming
PLANNING AND ZONING BOARD MEETING MINUTES
FINAL
October 16, 2013

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

Absent: **Al Redlin—Councilman**

Guests: **Spencer Allred—Town Attorney**

1. Call to Order—a quorum is present
2. Approval of Agenda—as amended Roger Jeffs moved to approve Shirley Greenhoe 2nd, Ayes unanimous
3. There will be a recess at 5:55pm for the Public Hearing on the Schmidt/Walker/Johnson Lot Vacation
4. Approval of 10/2/13 Minutes—in process
5. Action Items
 - a. Permit applications
 - i. Nelson, Rick/Carolyn 12 North Branch Circle Plat 17 Lot 63
 1. Roof Modifications—Shirley Greenhoe moved to approve, Roger Jeffs 2nd
Ayes unanimous
 - b. Variance requests
6. Citizen input to the Board for items not on the agenda.
7. Review action items from last meeting.
 - a. 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--done
 - iii. Don Baillie Rural Residential--done
 - b. Roger paint stakes—in process
 - c. Robert Palmquist Title 9 Zoning Variances—in process
 - d. Everyone input for draft ordinance for Plat amendments--discussion
 - e. Shirley to author and post legal notice on open hearing 10/16/13 – done
 - f. Shirley to compose agenda for public hearing and reg. P & Z meeting
 - g. Lee, flow chart--done
8. Information/discussion items.
 - a. Board Clerk
 - i. Re-cap P/Z any issues since previous meeting.

- b. Review and discuss all Reserved Zoning Districts comment from the Town Council and the P&Z Board at our workshop
 - i. A discussion and information that 4 Ordinances were ready for first reading at Town Council meeting Oct 9th.
- c. SVRA zoning Variance request Bar & Pro shop
 - i. Shirley Greenhoe stated there had been a mention that the SVRA may possibly be asking for a variance; if/when they start the demo/construction of Duffers/pro shop.

9. 5:50pm: Motion to recess the planning and zoning meeting to hold the public hearing for lots 62 & 63 Plat 6

- a. Roger Jeffs Moved to recess, Shirley Greenhoe 2nd , Ayes Unanimous @ 5:50pm

10. Public Hearing **SEE MINUTES FOR PUBLIC HEARING**

11. Motion to reconvene planning and zoning meeting

- a. Robert Palmquist moved to reconvene the Planning and Zoning Board Meeting, Roger Jeffs 2nd , Ayes unanimous

12. Action Item

a. Permit Application

i. Schmidt/Walker/Johnson Plat 6 Lots 62 and 63

1. Lot/Property line vacation

- Robert Palmquist moved to Accept the written request to recommend to Council to approve the Lot vacation to The Council, Shirley Greenhoe 2nd,
- Discussion followed:
 - i. Roger Jeffs feels there has been no proof to prevent the approval... the commercialization has nothing to do with the decision at hand. Lee Hansen feels the information brought up by Mr. Meikle they need to considered the ramifications of this, and there is a lot more to this than had been realized, and he is leaning towards tabling the permit application...I am not making that motion at this time,. And I would like to hear what the rest of the Board say... (Shirley Greenhoe) I took note of what Mr. Mackle's comments as well, I feel like our ...we don't have an Ordinance that prevents it, and the issue with the association is with the property owners and the association, those are important to keep separate, so and I would vote in favor of the vacation. (Don Baillie) um My comments would be along with Robert Palmquist we have nothing in our ordinance not to proceed with this but could we put a stipulation about future commercial use if we grant this? (Lee Hansen) remember we are not granting this we are only recommending this to the Town Council, (Don/Shirley) (Lee)correct we only recommend this to approve or deny. (Robert Palmquist) I don't believe the state gives us an option of joining or not joining a lot. Based upon procedure of the Town. Ahh we have to work on what is available to us now, and there is

nothing in our ordinance to prevent the joining of these two lots... however... I think the further commercial use of that property should be very closely watched , and if we perceive that that property is being used commercially on a regular bases, and by commercial I mean renting out to transients, for less than a month. There is one thing to rent a month 6month , a year – 5years etc...another thing to rent for a week or nightly falls into a lodge, hotel category...so...I would say I would vote in favor of this, but if we perceive any further use of that for a commercial venture we would slap a zoning violation, and proceed on that point in the future, ok? (Spencer Allred) Mr. Chairman, if I may have a few moments as well, just in regards to evidence that you took, you obviously understand the state statutes here you made comment appropriate to that. Just to clean the record a little bit as well, though I appreciate Mr. Lujan, and the others I appreciate your comments to those that are not in that particular plat ... You are right I agree with the Board. The use of the property is not necessarily tied to this lot line adjustment at this point, but when you look at our single family residential zone, there is some certainly restriction to commercial uses, I will paraphrase, the Primary use need to be use is as a dwelling unit, not a commercial venture, just to clean up the record a bit and give you some ideas. As well as the statute, as Mr. Sanderson quoted abridgement obstruction of rights of people in that plat. I'll let you decide from there. (Don Baillie) Thank-you...Robert would like to make a motion... (Lee Hansen) before we go that far we cannot ignore the 37..i guess...5 from plat 6, (Spencer) I am glad you brought that up... that was something in my notes I skimmed over as well, umm I think you need to take notice how those came in there were only 5 from plat 6, none of those folks showed up, you need to take notice they signed a petition, they didn't show take notice where they came from.

- ii. Robert Palmquist Moves to accept the application as written, Lee Hansen, you mean... Robert we recommend to council the application is accepted as written. Robert move to recommend to Council the Application be sent to Council for approval, Shirley Greenhoe 2nd, (Lee Hansen) do we not want to stipulate anything with this motion that there is a stipulation about the transient renters, or commercial use. (Robert Palmquist) No we can just be sure and have the municipal officer check periodically. (Ann Earl) Can I ask is the objective to this to dissolve an assessment on one lot? I am in the same situation, but the assessment, (it was explained what this is about, the vacation of the one lot line, not the assessment) any more discussion?

- 1. Vote: Ayes are unanimous This will go to the Town Council Meeting set For 11/13/13

- a. Chairman's Administrative
 - i. Board member absences: Robert Palmquist, 10/16/13; Shirley Greenhoe 11/6/13 and 11/20/13
 - ii. November P&Z Report, Bob Horton (due 11/7) Newsletter, Robert Palmquist (due 11/15)
 - iii. Other
- b. Other Board member matters
 - i. Question on final inspection, and occupancy @100 North Branch Circle, as people had been living at the residence, and there is furniture there.
 - 1. Per Yolanda there has not been a final inspection passed
 - Discussion on living in residence before final inspection
 - i. Give the owners a warning

14. Recap action items for next Board meeting.

- a. Zoning Districts
 - i. Multiple Family Residential -1 Zone and Zone 2 Bob Horton and Roger Jeffs
- b. Roger paint stakes in process
- c. Yolanda ask Jody about final inspection on home in Plat 17
- d. Robert finalize road and streets
- e. Everyone definitions for all zones
- f. Everyone Single Family Zone and Private Recreational Zone what to and what not to permit what do you not want to see

15. Motion to Adjourn.

- a. Roger Jeffs Moved to adjourn. Shirley Greenhoe 2nd, Ayes Unanimous

Next Regular Board meeting—Wed. November 6, 2013 at 5:00 PM