

The Town of
Star Valley Ranch, Wyoming
PLANNING AND ZONING BOARD MEETING MINUTES

FINAL

March 5, 2014

Present: Roger Jeffs, Member and acting Chairman
Robert Palmquist, Member
Lee Hansen, Member
Bob Horton, Alternate Member
Jody Tibbitts, Building Official

Absent: Don Baillie, Chairman
Shirley Greenhoe, Member
Al Redlin, Councilman

Guests: David Kennington, Guest speaker (Sunrise Engineering)

1. Call to Order - Meeting was called to order at 5:00 pm
2. Approval of Agenda - Robert Palmquist moved to approve as amended. Lee Hansen seconded. Ayes, unanimous.
3. Approval of 2/19/14 minutes - Lee Hansen moved to approve as amended. Robert Palmquist seconded. Ayes, unanimous.
4. David Kennington, an Engineer and associate of Sunrise Engineering, reported on his company's survey results of flood potential within the boundaries of the Town of Star Valley Ranch. His report was based upon the "once in a hundred years possibility" and included graphics of possible routes of water flow from our three canyons, with potential water heights. It cannot predict when other complications occur, such as debris causing damming and subsequently breaking, allowing additional water to suddenly flow. Several graphics were left with the Board for the Town's information and use.
5. Action Items
 - a. Permit Applications: The application by Robert Rich for a permit to build an 18 X 22 foot shop was approved with the stipulation that he notify Yolanda when the lot boundary stakes are in place. The snow level at this time prohibits putting the stakes in place.

b. Jody discussed the failure of SVRA to request a final inspection on their construction of a storage building next to the maintenance shop by the silo. Jody discovered that the building is currently being used for storage despite the failure to obtain a final inspection. A preliminary inspection by Jody revealed that four (4) items need attention before a final inspection can be made. After much discussion it was decided to have Bob Horton present the discrepancies to the SVRA General Manager, Kirk Sessions, on Thursday, March 6, 2014, and give him a deadline of March 21, 2014 for the Association to determine a plan which will satisfy the P&Z Board, and which will bring the problem to a satisfactory conclusion. (The March 21 date was suggested by the Mayor the day after our 3/5/14 meeting.)

c. Variance Requests: None

6. Citizen input to the Board for items not on the agenda.

a. Jody announced that he intends to resign his position as TSVR Building Inspector because of inadequate income, due to low construction activity. He will remain on the job for a couple of months, providing time for the Town to employ a replacement. We were all saddened at this news and will miss him very much. He is a gentleman with great integrity and a highly knowledgeable and impartial worker.

7. (Added) A flyer from Lincoln County Firewise, Wyoming advertised a classroom training session, scheduled for April 12, 2014, from 08:00 am to 5:00 pm at the Thayne Community Center. Bob Horton volunteered to attend and report on the training.

8. Review action items from last meeting:

- a. Robert - Public and Community Facilities; in process
- b. Robert - Roads and Streets; to be reviewed next meeting
- c. Lee - Work on definition of "shall". Done
- d. Lee - Put together a pictorial of outside of Town. Done
- e. Yo - Title 9 copies for Board. Done
- f. Don - Title 5
 - i. What is definition of "may" to Mayor/ Council. Done
- g. Yo - New Amended Plat Application to Board members. Done
- h. Robert - Think Snow. Open Space and Densely Planted. Done
- i. Yo - Barrett contact to see when they will submit plans and what are planning to submit, go from there; in process
- j. Robert - New edits Title 6- to get to Mayor/Council for March meeting. Done
- k. Roger - Chairman/clerk; March 5 meeting. Done

I. Don - Do edits on MR1 and MR 2 from 2/19 meeting and send to Bob to finish. Done

9. Board Clerk

a. Re-cap any P&Z issues since previous meeting. Not Available

10. Comments/Matters from the Board

a. Chairman's Administrivia

i. Board member absences - Shirley, March 19

ii. April P&Z report - Roger Jeffs, due April 3.

iii. May Newsletter - Bob , due April 15.

b. Stephen Smurthwaite may be in attendance March 19.

11. Recap action items for next Board meeting

a. Board - in conjunction with Jody - create a job description for Building Official (Inspector) emphasizing integrity and impartiality.

b. Bob Horton - Report on SVRA Storage building final inspection situation.

c. Robert Palmquist - Roads and Streets

d. Robert - Place "shall" in other definitions

e. Robert - Public and Community Facilities

f. Yo - Barrett permit application

g. Bob Horton - MR ! & 2

h. Lee Hansen - Pictorial of Zone Overlap

12. Motion to Adjourn, Lee Hansen moved to adjourn at 7:16. Bob Horton seconded. , unanimous.

13. Next Regular Board meeting: Wed. March 19, 2014, 5:00 pm.