

The Town of  
Star Valley Ranch, Wyoming  
**PLANNING AND ZONING BOARD MEETING MINUTES**  
DRAFT  
May 21, 2014

Present: Don Baillie, Chairman  
Robert Palmquist, Member  
Shirley Greenhoe, Member  
Roger Jeffs, Member  
Lee Hansen, Member  
Bob Horton, Alternate Member  
Al Redlin, Councilman  
Josh Floyd, Building Official  
Yolanda Navarrete-Clerk

Absent:

Guests: Steve Ashworth  
Brenda Ashworth

1. Call to Order
  - a. All are present
2. Welcome our new Building Official/Inspector Josh Floyd, Josh gave his email address; [jfloydusa@yahoo.com](mailto:jfloydusa@yahoo.com)
3. Approval of Agenda—Roger Jeffs moved to approve, Lee Hansen 2<sup>nd</sup>, Ayes unanimous.
4. Approval of 4/16/14 Minutes
  - a. Shirley moved to approve minutes as amended, Robert Palmquist 2<sup>nd</sup>, Ayes unanimous
5. Approval of 5/7/14 Minutes
  - a. Robert Palmquist moved to approve minutes as amended, Lee Hansen 2<sup>nd</sup>, Ayes unanimous
6. Citizen input to the Board for items not on the agenda.
  - a. Steve Ashworth remodel.
    - ii. Mr. Ashworth had questions on what would be needed as far as engineering requirements on his plans for remodeling of his 2<sup>nd</sup> story. Discussion ensued, and it was determined Mr. Ashworth would not need all plans wet stamped by an engineer, Just a letter from the engineer with explanation of structure, and roof plan. Mr. Ashworth explained spray foam would be used for insulation, and that was agreed to be the best option.

## 7. Variance requests

- a. Marek, Doug/Sharon—671/679 Spruce Dr. Part of garage in set back
  - ii. There was discussion and a trip to the property to see the area in question, and if there were any other options.
  - iii. Questions came up as to where else the garage could be moved over, or placed Mr. Marek was called and asked these questions. He stated there were issues with steep terrain, and turning radiuses for cars backing out of garage, and changing the roof line when making the area shorter connecting the garage to the house would cause a change to the engineered plans, and be costly. He and his wife would rather not have to cut down the three rather old, large trees, if they moved the whole project over, and outside the setback area.
  - iii. Mr. Palmquist did not feel these were reasons enough to grant a variance. There was a discussion, and Mr. Hansen felt maybe if the actual Variance request was re-worded maybe there would be more information as to why the variance was needed. More discussion, various options given, and Mr. Marek was told they would consider his request, and let him know.
  - iv. During the field trip to the property Mr. Marek called back and told The Board that he and his wife had discussed the options, and they decided they would just cut down the old trees, and move the project over the feet necessary to be out of the setback, if they could not find to approve their variance.
  - iv. Shirley Greenhoe moved to approve the variance as written.... No 2<sup>nd</sup> ...Stands dropped...Per request of Mr. Marek he wants to go back to permit request with project moved over outside of setback. He would like to withdraw his variance request.

## 8. Action Items

- a. Marek, Doug/Sharon—671/679 Spruce Dr. – -SFR
  - i. Robert Palmquist moved to approve the permit with the amended/red-lined plans by Josh Floyd, being the project is to move outside the setbacks, and a new plot plan is submitted showing the change, before the permit is issued. Lee Hansen 2<sup>nd</sup>, Ayes unanimous.

## 9. Review action items from last meeting.

- a. Final draft of MR-1 –discussion and ready for workshop
- b. Final draft of MR-2 -discussion and ready for workshop
- c. Definition of efficiency unit- discussion and ready for workshop
- d. New Items for Discussion--none

## 10. Information/discussion items.

- a. Board Clerk
  - i. Re-cap P/Z any issues since previous meeting.—Yolanda to call Carole Patton
  - ii. MR-1 Chapter 15—Ready for workshop

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- iii. MR-2 Chapter 16—Ready for workshop
- iv. Definitions—Ready for workshop
- v. Title 9—edits, re-writes ready for workshop
- vi. Town Complex-- discussion

11. Comments/Matters from the board.

a. Chairman's Administrative.

- i. New Board Member Greg Casperson (Don needs to send everyone contact info) -- done
- ii. News Letter and P and Z reports
- iii. Board member absences: Robert Palmquist June 4<sup>th</sup>.--Shirley Greenhoe June 18<sup>th</sup>
- iv. June P&Z report Robert Palmquist (due 6/5) June Newsletter Don Baillie (due 6/15)
- v. Town Council/ P and Z Workshop June 3, 2014

12. Recap action items for next Board meeting

- i. Robert- format and change MR1+MR2
- ii. Lee- Flow chart workout
- iii. Yo- Contact Marek/Merritt inform of need for new plot plan
- iv. Roger- New definition on day care
- v. Robert-Time Line

13. Motion to Adjourn.

Next Regular Board meeting—Wed. June 4, at 5:00 PM