

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

FINAL

September 17 2014

Present: Don Baillie--Chairman
Shirley Greenhoe—Member
Lee Hansen--Member
Al Redlin--Councilman
Josh Floyd--Building Official
Yolanda Navarrete--Clerk
Dennis Christianson—SVRA Liaison

Absent: Robert Palmquist—Member
Greg Casperson-- Member

Guests: Don Bauer-Property Owner
Kirk Sessions-General Manager SVRA
Ernie Bigalow-SVRA

1. Call to Order—5PM, a quorum is present
2. Approval of Agenda—Lee Hansen moved to approve as amended, Shirley Greenhoe 2nd, ayes unanimous.
3. Approval of 9/3/14 Minutes—Shirley Greenhoe moved to approve the minutes as amended, Lee Hansen 2nd, Ayes unanimous
4. Citizen input to the Board for items not on the agenda.—Don Bauer has answers to questions he was asked—This was to find out who the water Master was for the particular ditch that ran across his property @ 1418 Hardman Rd.. This person is Val Pendleton. There was also more discussion on the re-direction of the ditch that was sent over to the engineer for an opinion, and his remarks. The information gathered will be held in a file at The Town Hall in the area where the Open Building Permits are held.
5. Variance requests—none
6. Action Items
 - a. Permit Application(s)-none
 - i. Sorensen, George/Elizabeth—111Brigham Dr.—Plat 21 Lot 81—Detached Garage-Shirley Greenhoe Moved to approve the permit with the red-lines, Lee Hansen 2nd, ayes unanimous.
 - ii. McCurdy, Scott/Lisa—242 West Elkhorn Dr.—Plat 20 Lot 13—Fence—Lee Hansen moved to approve , Shirley Greenhoe 2nd, Ayes unanimous.
 - iii. SVRA—Replacing overhang over Library door—781 Vista East Dr.—SVRA Office—Shirley Greenhoe moved to approve with redlines, Lee Hansen 2nd, Ayes unanimous.

- iv. Josh Floyd added a letter to the SVRA permit for the Cart Garage, to be added to the file along with the Engineer's report.
7. Review action items from last meeting.
 - a. Definitions are they complete—to workshop
 - b. Yolanda—Code Books for both Dennis, Craig and also the New Council Members-done
 - c. Dennis—Draft a letter/request to have Association sign off to our approval form for permits... or some sort of “one stop shop”. Edits to be incorporated
 - d. Don—Agenda and material for workshop--done
 - e. Don—Contact Water Master, John Woodward and Dave Kennington regarding Don Bauer's lot-drainage, moving ditch---done
8. Information/discussion items.
 - a. Board Clerk
 - i. Re-cap P/Z any issues since previous meeting.
 - a. Walker 898 Vista Dr. A stop work order was issued, on what appeared to be a driveway. Shelly spoke with Mr. Walker, and he agreed to stop. He in turn called the office, and Yolanda explained the need for a Permit, and he explained he is also planning on adding stairs to his back deck. He will come in when he returns on Monday the 22nd, to do what is necessary.
9. Comments/Matters from the board.
 - a. Chairman's Administriva.
 - i. Board member absences: Robert September 3 and 16, Shirley October 1, all of December, January and February 1, Don October 15. Dennis gone in Oct. Lee Chair 10/15
 - ii. October P&Z Report Don Baillie (due 10/2) October Newsletter Greg Casperson (due 10/15)
 - iii. Workshop September 23 at 1:30 PM
10. Recap action items for next Board meeting
 - a. Don- Definitions up to date—to Workshop with Council
 - b. Dennis- finish edits on “one stop shop”
 - c. Yo—Notes on Don Bauer's file
 - d. Don—Send Materials/ agenda for Workshop to all
 - e. All—Send emails to Yolanda, on what anyone need for their Binders
11. Motion to Adjourn.—Lee Hansen moved to adjourn, Shirley greenhoe 2nd, Ayes unanimous
12. Next Regular Board meeting—Wed. October 1, at 5:00 PM