

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

FINAL

December 17, 2014

Present: Don Baillie--Chairman
Robert Palmquist—Member
Rusty Andrus-- Member
Roger Jeffs- Alternate Member
Yolanda Navarrete--Clerk

Absent: Shirley Greenhoe—Member
Al Redlin—Councilman
Lee Hansen—Member
Dennis Christianson—SVRA Liaison
Josh Floyd--Building Official

Guests: Kathy Buyers- Mayor Elect
Marc Jones—Councilman Elect
Kent Harker—Councilman
Shay Smith – Town Engineer

1. Call to Order—5PM a quorum is present
2. Approval of Agenda—Robert Palmquist moved to approve, Roger Jeffs 2nd, ayes unanimous
3. Approval of 11/19/14 Minutes—Robert Palmquist moved to approve, Rusty Andrus 2nd, ayes unanimous
4. Citizen input to the Board for items not on the agenda.
5. Variance requests--none
6. Action Items
 - a. Permit Application(s)
7. Review action items from last meeting.
 - a. Don—Status of Road Master Plan (Spencer)—in process
 - b. Rusty—Definition of alter or altered--Done
 - c. Don—Subdivision Ordinance to include roads update w/comments-- Done
 - d. Don—Check with Sunrise on road standards-Shay Smith from Forsgren Eng.- Done
 - e. Shirley—Fire Wise—shake roofs- a discussion on the necessity of having an Ordinance not allowing Shake roofs. Also whether The Town could still qualify as a Fire-Wise Town, and still having Shake roofs. How this would affect the Grandfathered “in Kind” status of a project.

- f. Discussion on Agenda for Council workshop—to be Jan 28, 2015 @ 1:30 PM
 - i. Planning Discussion—Robert
 - ii. Street/Subdivision ordinance to address the Mayor/Council
 - iii. Master Road Plan—With Shay’s help, will have information compiled
 - iv. Transient Housing (Time permitting)
 - v. Derelict Vehicles (Time permitting)

8. Information/discussion items.
 - a. Board Clerk
 - i. Re-cap P/Z any issues since previous meeting.
 - b. Radon Testing for Town—Shay Smith from Forsgren, explained Radon, Radon mitigation, and testing... how radon can affect one house, and not a neighbor.
 - c. Road Standard Manual-- Shay Smith from Forsgren Engineering gave a presentation on Roads/Subdivisions in helping The Board with writing the street and subdivision Ordinance. Suggested having minimum standards as a place to start. Shay stated he would help in any way necessary to get the ordinance completed.

9. Comments/Matters from the board.
 - a. Chairman’s Administriva.
 - i. Board member absences: Lee December 17, Shirley all of December, January and February 4, Rusty Andrus 3/18/15
 - ii. December P&Z Report Don Baillie (due 1/2/15) December Newsletter Lee Hansen (due 1/15/15)

10. Recap action items for next Board meeting
 - a. Don—put together the agenda for Council workshop
 - b. Shay—will compile information on roads/Subdivisions and bring to first meeting in February.
 - c. Don- Send subdivision Draft to Kent Harker/Shay Smith
 - d. Robert- send information to Shay Smith re; Roads/General
 - e. Don- get with Spencer Allred with Master Road Plan information

11. Motion to Adjourn.—Robert Palmquist moved to adjourn, Roger Jeffs 2nd, ayes unanimous

12. Next Regular Board meeting—Wed. January 7, at 5:00 PM