

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

FINAL

January 21, 2015

Present: Don Baillie--Chairman
Robert Palmquist—Member
Lee Hansen—Member
Roger Jeffs- Alternate Member
Dennis Christianson—SVRA Liaison
Yolanda Navarrete--Clerk

Absent: Shirley Greenhoe—Member
Rusty Andrus-- Member
Josh Floyd--Building Official

Guests: Jerry Hanson- prospective member
Jerry Hodson- Representative for Ms. Alonso
Dave Ward- Town Safety Officer

1. Call to Order—5:00 PM, a quorum is present
2. Approval of Agenda—Robert Palmquist moved to approve, Roger Jeffs 2nd, Ayes unanimous
3. Approval of 1/7/14 Minutes—Lee Hansen moved to approve, Roger Jeffs 2nd, Ayes unanimous
4. Citizen input to the Board for items not on the agenda.- none
5. Variance requests-- none
6. Action Items
 - a. Permit Application(s) -- none
7. Review action items from last meeting.
 - a. Don—Road Master Plan—Spencer- spoke with Spencer still on going.
 - b. Shay—will complete information on roads/**S**ubdivisions and bring to first meeting in February—in process on going
 - c. Don/Rusty draft letter about egress and ingress for Victoria Alonso—just a few edits
 - d. Robert—egress and ingress on new subdivisions—discussion on proposed changes to 9.05.400- edits

8. Information/discussion items.
 - a. Board Clerk
 - i. Re-cap P/Z any issues since previous meeting. -- none
 - ii. Victoria Alonso egress requirements on 40 acre tract- Jerry Hodson, representative for Victoria Alonso, Explained, and showed map of area in question. Asking for information on:
 - Egress requirements- are 60'- a requirement? There is a 40' easement on the entrance road currently. A discussion about the owner of the property the easement goes through, and whether they will continue to honor the easement. What would they do with that small strip if they do build the subdivision? Several options discussed.
 - 4 lots—they would probably have 4 lots, houses, in that area, and would need to negotiate water/and would need septic systems.
 - Annexation—the possibility of annexation could not be discussed, at length, as the Town Council/Mayor would have to determine that. If annexed- most likely roads/water would have to be developed before, and the developer would be responsible for that construction, and expense. The Board could not definitely approve something that has not been submitted officially, as there are no definite plans available. Discussion ensued on this topic, of ways they could go. Reference to access to the developer's property is that if they want to be annexed, they need to have ownership of, not just an easement on, the property that ties to the town's road system.
9. Comments/Matters from the board.
 - a. Chairman's Administriva.
 - i. Sweat? Fence.—Mr. Sweat has a building permit from the Town for a fence. The association denied a permit, and Mr. Sweat proceeded to build his fence, on the approval of the Town's permit. Dennis Christianson discussed what the SVRA is doing right now about this issue. They are trying to work out the issue.
 - ii. Board member absences: Shirley, February 4th. Rusty January 21 and March 18th. Don March 4th, March 18th and April 1st, Lee Hansen April 1.
 - iii. February P&Z Report Don Baillie (due 2/5) February Newsletter Rusty Andrus (due 2/15)
10. Recap action items for next Board meeting
 - a. Dennis- Edit top of form to be used in conjunction with the Town's building permit applications
 - b. Don- Send out reminder/info for the Council workshop 1/28 at 1:30
 - c. Robert- Send info to print for workshop 1/28
 - d. Don- add edits to Alonso letter, and meet with Mayor
11. Motion to Adjourn.- Robert Palmquist moved to adjourn, Roger Jeffs 2nd, Ayes unanimous
12. Next Regular Board meeting—Wed. February 4, at 5:00 PM