

The Town of
Star Valley Ranch, Wyoming
PLANNING AND ZONING BOARD MEETING MINUTES
FINAL
April 1, 2015

Present: Rusty Andrus-- Member (Acting Chair)
Shirley Greenhoe—Member
Robert Palmquist-- Member
Jerry Hanson—New Member
Yolanda Navarrete--Clerk
Josh Floyd--Building Official
Ed Koch- Councilman
Ann Blakley- Councilman

Absent: Lee Hansen—Member
Don Baillie—Member
Dennis Christianson—SVRA Liaison

Guests: Dick Johnson- Resident
Linda Moscovitz- Resident
Ben Shaw- Contractor

1. Call to Order—5PM a quorum is present
2. Approval of Agenda—Shirley Greenhoe moved to approve, Robert Palmquist 2nd, ayes unanimous
3. Approval of 3/18/15 Minutes—Robert Palmquist moved to approve, Jerry Hanson 2nd, ayes unanimous
4. Citizen input to the Board for items not on the agenda.-- none
5. Variance requests—none
6. Action Items
 - i. Permit Application(s)
 1. Bob Byam, 311 Hardman rd. Plat-17 Lot-0104. Change/enlarge Basement window, to an Egress window-Jerry Hanson moved to approve with redlines, Shirley greenhoe 2nd, Ayes unanimous
 2. Linda Moscovitz, 75 Cedar Dr. Plat 6 Lot 011—extension of deck.—Josh explained a few redlines, Robert Palmquist moved to approve as red-lined, Shirley Greenhoe 2nd, Ayes unanimous.
7. Review action items from last meeting.
 - i. Josh-- get with Dave Smith on red-lined/ engineer report (Letter). Mr. Smith Still waiting for Teton Truss to look at project
 - ii. Yo-- add to the Agenda for Council Workshop Driveways on new homes.-- done
 - iii. Ed—Make revisions to 8i, and get out for further review.--done
 - iv. All Board Members- Read Rusty/Shay's information on Roads, and bring comments to next meeting for discussion.—in process
 - v. Rusty to find out the next time Sunrise will be here for input, and questions. --Rusty confirmed with Mayor Buyers and Greg that it was within budget to invite Sunrise to attend a P&Z Board meeting to discuss the Road Specifications and drawings that have been extracted from the road study. Task assigned to Rusty to schedule Sunrise to attend 5/6/15 meeting.

8. Information/discussion items.
 - i. Per Ed Koch's corrections, and edits- Review Ord. 2015-02 Title 9.04.030 definitions of words, Section 9.05.110 roads and streets, Section 9.05.400, Section 9.05.150 temporary dwellings.—going to first reading 4/8/15 Council Meeting.
 - ii. Board Clerk
 1. Re-cap P/Z any issues since previous meeting.
 - a. Mr. Jerry Hodson wants to be on next agenda 4/15 to discuss the easement, and single entrance/Exit to the 40 acres East of Hardman Rd.
 - iii. Workshop items for discussion --Rusty introduced packet covers to be completed for each workshop topic. He stressed the importance of being prepared and organized. Each topic below was assigned to a board member to complete the packet cover for review and discussion at the next three meetings. Packets will be provided to the Town Council at least two weeks prior to the workshop allowing them time to become familiar with the topics. Board decided to delay Workshop until June 16th in order to prepare packets for distribution
 1. Nuisance ordinance—for reference—Don Baillie to prepare
 2. Deer Barriers—for reference—Robert Palmquist to prepare
 3. Derelict Vehicles—for reference-- Robert Palmquist to prepare
 4. Lot size—for reference – Rusty Andrus to prepare
 5. Long range plan—for reference-- Robert Palmquist to prepare
 6. Business licenses—for reference—Shirley Greenhoe to prepare
9. Comments/Matters from the board.
 - i. Chairman's Administriva.
 1. Board member absences: Robert Palmquist April 15th, Rusty Andrus April 15th.
 2. April P&Z Report Rusty Andrus (due 4/2) April Newsletter Lee Hansen (due 4/15)
10. Recap action items for next Board meeting
 - i. Yo—Add 7iv/v as discussion items for 4/15 agenda
 - ii. Rusty- Schedule Sunrise Eng. 5/6/15 to discuss road specifications.
 - iii. Shirley- Investigate other Town's Business license procedures, and fees and prepare Draft Cover and Packet
 - iv. Yo- Add Driveways to permit applications for New SFR
 - v. Yo- Remove from calendar 4/14 Council workshop/change to 6/16/15
 - vi. Robert- Prepare Draft Cover and Packet for Deer Barriers and Derelict Cars
 - vii. Robert- Complete Capitalization edits on Title 9 for second reading
 - viii. Robert Prepare Draft Cover and Packet for long range plans to present to Council in workshop.
 - ix. Rusty- Prepare Draft Ordinance change and prepare Draft Cover and Packet for Minimum Lot Size
 - x. Don- Prepare Draft Cover and Packet on Nuisance/Abatement for workshop
 - xi. Yo—Add Jerry Hodson to agenda 4/15 to update Board/get information on 40 acres
 - xii. Rusty- Email Council about change in workshop date.
 - xiii. All Board Members- Read Rusty/Shay's information on Roads, and bring comments to next meeting for discussion.
11. Motion to Adjourn.—Shirley Greenhoe Moved to adjourn, Jerry Hanson 2nd, ayes unanimous
12. Next Regular Board meeting—Wed. April 15, 2015 at 5:00 PM