

The Town of
Star Valley Ranch, Wyoming
PLANNING AND ZONING BOARD MEETING MINUTES
FINAL
January 20, 2016

Present: Jerry Hanson—Member Chairman
Lee Hansen—Alternate member
Shirley Greenhoe—Member
Ed Koontz— Member
Josh Floyd--Building Official
Ed Koch- Councilman
Dick Johnson- Councilman
Yolanda Navarrete—Clerk
Dennis Christiansen- SVRA Liaison

Absent: Kathy Daulton- Member
Robert Palmquist- Member

Guests

1. Call to Order – 5PM
2. Statement of Quorum - A quorum is present
3. Approval of Agenda – Shirley Greenhoe moved to approve, Lee Hansen 2nd, ayes unanimous
4. Approval of 1/6/2016 Minutes – Shirley Greenhoe moved to approve, Lee Hansen 2nd, Ayes unanimous.
5. Citizen input to the Board for items not on the agenda.- none
6. Variance requests- none
7. Action Items
 - i. Permit Application(s)
 1. Clay, John Plat 11 Lot 12 --217 Green Canyon DR-Detached single car Garage Josh had several questions, and still awaiting answers, this was pushed to next meeting when all information is gathered from the builder, or contractor.
 2. Rok, Christopher—Plat 1 lot 017—285 Spruce Dr—Window remodel/resize, and resize opening to kitchen/living room. – Josh is good with all- Lee Hansen moved to approve, Ed Koontz 2nd, ayes unanimous
 - ii. Exceptions to Town Building Codes – Jerry/Josh – The question had been asked about the need for engineered plans on residential properties over 2500 Sq. Ft. Or two stories. A discussion ensued, and Josh (building inspector) felt having engineered plans for any new residential property would be a better option. The discussion was on pros and cons

- of needing engineered plans for any residential building. Ed Koontz will review the options to present to the council @ the workshop in April.
- iii. Subdivision Ordinance review (i.e. Approval of final plat, definition of frontage, geotechnical survey, drainage survey, erosion, pollution etc.) –Jerry – A discussion on the information Jerry Hanson compiled, to take to the Council for the workshop in April.
 - iv. Title five, Chapter 1 – Roads – Lee Hansen put together a Chapter in title 5 for road Specifications... to go to Council in April, Lee Hansen to make changes as per discussion and send to Dick Johnson for including in the Ordinance.
 - v. Possible land annexation - review areas the town surrounds by 75% - Lee/Robert-done This will be presented to The Town Council at the workshop in April
 - vi. Short Term Rental/Transient Lodging Robert/ Shirley—A discussion on Shirley’s comments to the possible regulating of these vacation rentals, ready to present to Council @ April Workshop.
8. Information/discussion items
 - i. Board Clerk - Re-cap P/Z any issues since previous meeting.
 9. Comments/Matters from the board.
 - i. Chairman’s Administrivia.
 1. Board member absences: Kathy 11/4-4/1/16, Jerry Hanson 1/28-3/27, Robert 1/20, Ed Koch/Dick Johnson 2/17. Shirley Greenhoe all of February.
 2. February P&Z Report Jerry Hanson (due 2/04/16 10:00 AM) February Newsletter (due 2/15/16 Ed Koontz)
 - ii. P&Z/Town Council Workshop – April 5, 2016
 1. Short Term Rental
 2. Subdivision Ordinance
 1. Final Plat approval
 2. Major/Minor
 3. Definition of frontage
 4. Geotechnical, drainage survey, erosion, pollution, water retention etc.
 3. Road Specifications
 4. Exceptions to Town Building Codes
 5. Contractor Business Licenses
 6. Annexation
 10. Recap action items for next Board meeting
 - i. Josh – to check 2012/2015 IRC Codes, and send emails to Board
 - ii. Ed Koontz—Review Engineered plans for any residential buildings
 - iii. All- to go over Jerry’s info on Subdivisions, and send input to Jerry.
 - iv. Ed Koontz- Send list to Lee
 11. Motion to Adjourn. – Shirley Greenhoe moved to adjourn, Ed Koontz 2nd, Ayes unanimous.
 12. Next Regular Board meeting—Wed. February,3 2016 at 5:00 PM