

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

**FINAL**

November 2, 2016

Present: Ed Koontz- Chairman  
Kathy Daulton – Member  
Shirley Greenhoe – Member  
Sue Abrams - Member  
Yolanda Navarrete—Clerk  
Josh Floyd--Building Official

Absent: Dick Johnson – Councilman

Guests: Patricia Self – Resident  
Ginny Thompson- Resident  
Delores Albers - Resident  
Lee Hansen – Resident  
Jerry Hanson – Resident  
Don Baillie -Resident

1. Call to Order—5PM a quorum is present
2. Approval of Agenda— Shirley Greenhoe Moved to approve/Kathy Daulton 2<sup>nd</sup>, ayes unanimous
3. Approval of 10/19/2016 Public Meeting/Regular Board Meeting Minutes— Kathy Daulton moved to approve
4. Citizen input to the Board for items not on the agenda.
5. Variance requests-none
6. Action Items --Permit Application(s)
  - a. Lajiness – SFR w/attached garage – 101 Alta Dr – Plat 16 Lot-89 Per Josh plans look good, only had a red-line for radon mitigation, and they will bring in electric plans before the rough-in inspection. Shirley greenhoe moved to approve with Josh's red-lines, and issue permit with stipulation electric plans will be in before rough-in inspection is called for, Kathy Daulton 2<sup>nd</sup>, ayes unanimous.
  - b. Baumer – Gable over Patio door – 321 Alpine Way Plat 12 Lot 87—Josh said all looked good to him, Kathy Daulton moved to approve, Shirley greenhoe 2<sup>nd</sup>, ayes unanimous.
  - c. Westergard- Permit #16-032 – 94 Alpine Way – Plat 9 Lot 10 – change crawl space to a full basement- adding 6' – Josh had requested builder to add an egress window to the basement, which he has, and a change in rebar, which Derk Izatt has done. Kathy Daulton moved to approve, Shirley Greenhoe 2<sup>nd</sup>, ayes unanimous.

7. Review action items from last meeting.
  - a. YO – Send an Email to Norman question variance- Mr. Norman told Yolanda he wouldn't get going until the spring...he will hold off on all of that until then. He will not get started until Spring
  - b. ED- send recommendation to council on lot line adjustment/annexation/zoning-- done
8. Information/discussion items.
  - a. Board Clerk - Re-cap P/Z any issues since previous meeting. -- none
9. Comments/Matters from the board.
  - a. Chairman's Administriva.
    - i. Board member absences: Shirley all of Dec. Kathy - Nov-Mar- available by phone, Ed- Jan 1. 2017
    - ii. P&Z Report Chairman (due 11/3) Nov Newsletter - Shirley (due 12/15/16).
  - b. Member Opinions/Comments.
    - i. Ed handed out copies of Title six with all the changes, and instructed the Board to go through, edit add...etc..... and bring it to next meeting for discussion.
    - ii. Lee Hansen and Jerry Hanson informed the board they were informing the Mayor that they would like to come back to The P&Z Board.
    - iii. The Board, and josh want more discussion on engineered plans
10. Items turned over to Council for completion
  - a. Progress of Subdivision Ordinance Changes Dick - has been turned over to The Council, Per Dick Johnson. – in process
  - b. Progress - Adopting Current IRC- The council will be adopting, after the Book has been read. . in process with title 6
  - c. Annexation Process – Work on a more specific flowchart -
11. Recap action items for next Board meeting
  - a. YO- be more specific in notes-
  - b. YO- Email stats to Kathy for newsletter
  - c. All- review Title six revisions, and edits...make notes and bring to meeting 11/16 to review to send to the Council.
12. Motion to Adjourn. — Shirley Greenhoe moved to adjourn, Kathy Daulton 2<sup>nd</sup>, Ayes unanimous.
13. Next Regular Board meeting—Wed. 11/16/16 5PM