

The Town of  
Star Valley Ranch, Wyoming  
**PLANNING AND ZONING BOARD MEETING MINUTES**  
**FINAL**  
June 1, 2016

Present: Jerry Hanson – Member Chairman  
Kathy Daulton – Member  
Robert Palmquist -- Member  
Shirley Greenhoe – Member  
Lee Hansen— Alternate Member  
Josh Floyd--Building Official  
Yolanda Navarrete—Clerk

Absent: Ed Koontz – Member  
Dick Johnson – Councilman

Guests: Steve Hartwell--Owner  
Brian Barton- Contractor  
Hal Titensor- Contractor  
Larry/Joyce Ames- residents

1. Call to Order— 5PM a quorum is present
2. Approval of Agenda— Shirley Greenhoe moved to approve as amended, Robert Palmquist 2<sup>nd</sup>, ayes unanimous
3. Approval of 5/18/2016 Minutes— Lee Hansen moved to approve as amended, Robert Palmquist 2<sup>nd</sup>, 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)
    - i. Occhi, Marcus- Fence- 226 Piute Dr Plat 20 lot55---Robert Palmquist moved to approve, Kathy Daulton 2<sup>nd</sup>, ayes unanimous
    - ii. Gullo, John- Fence- 1411 Hardman Rd --plat 18 lot 155—Robert Palmquist moved to approve, Kathy Daulton 2<sup>nd</sup>, ayes unanimous
    - iii. Hartwell, Steve—SFR – 387 Dogwood Dr – Plat 01 lot 24—Removed Garage from plans...re-submitted new plans Josh just received them. Shirley greenhoe moved to approve the permit, contingent on Josh's approval of the newly submitted plans, Kathy Daulton 2<sup>nd</sup>, Ayes unanimous.
    - iv. Burton, Marc – SFR – 68 Last Chance Dr—Plat 17 Lot 029—Shirley moved to approve contingent on Josh approval of newly submitted information, Lee Hansen 2<sup>nd</sup>, Ayes unanimous.
    - v. Smith/Lalonde –SFR- 199 Dogwood Dr—Plat 2 Lot 40 – Per Josh new plans will be coming in...Table until 6/15/16 meeting.

- vi. Jordan, Janet – replace Wood shingle Roof with Metal Roof—671 Vista West Dr- Shirley Greenhoe moved to approve, Kathy Daulton 2<sup>nd</sup>, Ayes unanimous
  - vii. Ames, Larry – detached garage- Plat 3 Lot 14, after lot line adjustment is approved –Robert Palmquist moved to approve The Garage, Lee Hansen 2<sup>nd</sup>, ayes unanimous.
  - b. Ames, Larry -Plot amendment- lot line adjustment—plat3 lots 13/14 – Scott White from Baker and Associates, laid out the lot line adjustment plan, and the Board agreed to move on with the process. Yolanda to send Certified letters to all lot owners within a 300ft. area around the lots in the area, for public meeting that will be set for 7/6/16 @5PM.
  - c. Storage Units – Robert – Updates on meeting questions, and notes sent to The County
  - d. Annexation Progress – Dick—in process per Mayor they have it pretty much done.
  - e. Nuisance/Safety Ordinance – Shirley—in process
7. Review action items from last meeting.
- a. Engineer requirements for buildings Josh/Dick – in Process
  - b. Work on a more specific checklist Josh/Ed \_\_\_ in process
  - c. Progress of Subdivision Ordinance Changes Jerry – no more edits after tonight comments will get to Councilman Johnson, to begin reads.
  - d. Progress - Adopting Current IRC ---in process
  - e. Lighting Ordinance – Shirley – Will get with Megan in process
8. Information/discussion items.
- a. Board Clerk
    - i. Re-cap P/Z any issues since previous meeting.
9. Comments/Matters from the board.
- a. Chairman's Administrivia.
    - i. Board member absences: Robert all of July, Yolanda June 15/July 6, Shirley Greenhoe-July 20<sup>th</sup>.
    - ii. P&Z Report Jerry (due 6/2/16) June Newsletter' Kathy Daulton (due 6/15/16).
10. Recap action items for next Board meeting
- a. Yolanda- send letters to residents about lot line adjustment, and public hearing for July 6, 2016.
  - b. Yolanda- check for expiring permits
  - c. Jerry- subdivision edits
  - d. Shirley/Kathy- nuisances...
  - e. Josh/Dick - Adopting Current IRC ---in process
  - f. Shirley – Lighting Ordinance Will get with Megan in process
  - g. Josh/Dick - Engineer requirements for buildings – in Process
  - h. Josh/Ed - Work on a more specific checklist - in process
11. Motion to Adjourn.— Lee Hansen moved to adjourn, Robert Palmquist 2<sup>nd</sup>, Ayes unanimous.
12. Next Regular Board meeting—Wed. 6/15/2016 at 5:00 PM