

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

FINAL

April 19, 2017

Present Ed Koontz- Chairman
 Lee Hansen – Acting Chairman
 Kathy Daulton – Member
 Shirley Greenhoe – Member
 Don Baillie – Alternate Member
 Josh Floyd--Building Official
 Sue Abrams - Councilman

Absent:

Guests: Patricia Self – Resident
 Dolores Albers - Resident

1. Call to Order—5:02 PM
2. Approval of Agenda— Don Baillie moved to approve as amended, Shirley Greenhoe 2nd, Ayes Unanimous
3. Approval of Minutes from 3/15/17 Lee move /Don 2nd ayes and 4/5/17, Shirley moved to approve, Don Baillie 2nd ayes unanimous, and 4/18/17... Lee moved, Don 2nd ayes
4. Citizen input to the Board for items not on the agenda.
5. Variance requests-none-
6. Action Items –
 - a. SFR – Stick Built
 - i. Leonard, Kevin – 390 Porto Rd- Plat 18 Lot 138, The Detached Shop/Garage is for a later date, (proposed). The builder (Steve Huhtala) and owner will be sure to have the driveways 10' from the two property lines, and the driveway areas will be gravel. Per Josh just a few redlines, should not current IBC, and Radon correction. Truss calculations are good... Minor footing detail... spoke to engineer. All is good... The Accessory building is proposed for another time. A discussion on whether the owner should get all done. Shirley suggested maybe approving both, and have them take it out... all plans are not there for shop garage at this time. A discussion on what the height may be... Another discussion, on the 2006 code in reference to the plan showing 2012 IBC code. Josh added IRC 2006. Sue suggested they just have them add it at another date, and give them 90 days to decide. Lee Hansen Moved to approve residence with Josh's red line, and a provision that they would accept drawings for the accessory building if brought in within 90 days without additional fees... Don Baillie 2nd ayes unanimous

b. Fences

- i. – Terry, Shawn/Mandy – 137 Brambleberry – Plat 5 Lot 10... Don Stated they went out and all is staked, and very clear... Lee moved don 2nd ayes unanimous.
- ii. - Carmen, Cal – 68 Ridgecrest Dr – Plat 14 Lot 72... Don Stated they went out and all is staked, and very clear...Kathy Daulton moved to approve, Don Baillie 2nd ayes Unanimous
- iii. Mayne, Christy – 81 Canyon Pines Way – Plat 13 Lot 44.. Fence Don Stated they went out and all is staked, and very clear...Kathy Daulton moved to approve, Don Baillie 2nd ayes Unanimous

7. Review action items from last meeting.

a. Don - do definitions – manufactured home definition

- i. Don questioned if they want him to copy IRC's. He looked at a lot of jurisdictions, to see what they had to say. Mobile home is before 1976.
- ii. After 1976 Manufactured homes with HUD codes, and tagged. The HUD Code in IRC gives width, lengths... Not relevant.
- iii. A Modular is built to IRC? IBC Codes.
- iv. A discussion on HUD vs. IRC/IBC, no reference to each other in codes.
- v. Sue asked questions but too many talking could not understand on recording what it was... some discussion on provisional occupancy. Other Towns do not issue provisional occupancy ever, on duplexes or SFR.
- vi. A discussion on projects... a dwelling needs a structure. Don explained.
- vii. Don will do dwelling, stick built.

b. Shirley Kathy - do a "Roberts rules" report – working on getting more info

- c. Title 6 touch-ups – Sue stated she was in a meeting today with Mayor, and council
- i. 2015 code book nothing got changed on computer...when she worked with
 - ii. 6 items the Mayor and Council
 - iii. 6.01.101- 102 no problems 6.01015 all removed, no objections –
 - iv. 6.01.020 – No condition but make it clear, Sue said Mayor Want verbiage more clearly stated.
 - v. More edits and clarifications... in general. Looking at Table, page 8...more edits...new single family residence, change \$850 to \$1,000 Permit fees. Council changes the amount to the higher amount, per Sue.
 - vi. More discussion on other changes...
 - vii. Per Sue, The Council wants: a provisional occupancy deleted.
 - viii. 6.01060—Line at bottom added
 - ix. 6.01.070- Per Sue believes it should be removed, or written by an atty... Town Council agrees.
 - x. More edits... change to "an Association"
 - xi. Min. Sq. footage to stay at 900.
 - xii. IBC/IRC... 2015 all approved. Add exemptions to fire suppression. ..Sprinklers..
 - xiii. More typo errors corrected... To match the book...
 - xiv. Lee questioned the differences being changed...Sue has not some changes yet... Lee asked more questions on climate zone.7 not 6.
 - xv. 6.05.010- fire code, no issues

- xvi. More discussion on other additional codes...fuel...etc....changes Josh made are approved
- xvii. Seismic we are category "D"...
- xviii. Engineering --- compare with code book, and a review... not to include accessory structures. Discussion on irregular/two story...
- xix. There is a concern on vocabulary....better to use formal verbiage.
- xx. Auto fire system for residential is to be deleted...
- xxi. Inspections reviewed;
 - a. A discussion in the inspections
- xxii. Edits on index to match changes, adding Building inspection specific to Modular homes
- xxiii. More discussion and edits on Index

8. Information/discussion items.

- a. Sue explained the Mayor, and Council said... If there a lot of people at the meeting that cause disruption...like the annexation, they will stop the meeting, and table to next meeting, or will chose to come to a vote immediately, They talked about the rules for the meeting, and each person wishing to speak will have 2 min. to speak...The Sheriff will be there to keep peace... They will not tolerate... if they are unable to control, keeping it civil, they will shut it down. Shirley asked what the concern is about. Sue said they are not... they said get the tweaks... per Sue they are expecting opposition from the residents. Shirley asked why? Sue said because they believe the biggest opposition to this will be the 2015 Code, and Manufactured homes that the majority of people don't want... Sue it will boil down to who shows, and who doesn't. Kathy said the state is requiring the 2015 code, Ed/Sue reiterated no They strongly suggests use of the 2015 code. Recommended but not mandatory. Anyone even non town residents may be at the meeting. Sue states, she has been working with contractors...interesting conversations with contractors. A particular contractor does not want engineered...he suggested minimum engineering plans... Walls, and such but not the whole builds.... He stated on smaller homes, there is a cost. Lee stated as long as everyone would be affected, and cost would go to the resident, not the builder. A discussion on this matter.
- b. Sue started to explain what they don't like the insulation factor...affects nailing etc...Sue said the Town asked her to check to see if it was cost prohibited. The changes 2015 brings, this is the most expensive one. Lee stated the extra is about \$2000.00. Sue stated overall, Ed stated the homeowner would benefit. More discussion on cost factor. Lee questioned the council will then accepts this for reading, but doesn't necessarily mean they will pass it...Sue stated the Council told her today that now we have accommodated them, it should be passed. They also said they are expecting a lot of arguing and fighting about the changes... and that they don't want to put up with that. They asked why they wanted a special meeting; I need cooperation to get this done.... They will make a tentative date for special meeting, but if they get any arguments, they will cancel the whole thing. Lee stated it would go back to the original. Kathy asked what the special meeting is. Sue stated if there is no problem they will allow the meeting... If on the 24th there is people that don't want this to happen, and Kathy gets calls every day, and Marc gets people in the restaurant talking about it. They are tired of it... stated Sue. Sue again stated they have given to the Council what they asked for, and it should be approved... Shirley stated they should let it go through the regular scheduling of three months as it is mandated, so it is done right. Sue stated they will allow the

process to go through only if it remains a civil meeting. If they cannot bring back to a controlled, they can call for an immediate vote.... Sue is voting yes...only one that is guaranteed. Ed explained if there is a lot of outcry by the public, it should go with that. Lee stated his concern, that they have changed the Ordinance 6 times, and four times in the last two years... this was driven by The Town Council, not the P&Z Board. So just because they are given the task to re-write, and now it is a P&Z Board issue, he stated that was not fair. The P&Z Board has a black eye because of this, is what was stated to Lee from a resident, and he feels The Town Council is doing it on their own.... Now they are tasked with trying to rectify it, it is now their fault? (The P&Z)? That is what the word is, that the P&Z Board is falling on their behind. A discussion and Sue reiterated again she will vote yes. Sue appreciated The Mayor, John, and Marc for their input.

c. Board Clerk - Re-cap P/Z any issues since previous meeting. – none

9. Comments/Matters from the board.

a. Chairman's Administrative.

- i. Board member absences: Kathy - May, Shirley- June/retiring from Board., Don 2nd meeting in July
- ii. P&Z Report Chairman (due 5/4) April Newsletter (due 5/15/16).

b. Member Opinions/Comments.

- i. Don and Marc have been exchanging info re: mobile/Manufactured homes... he passed out to The Board members.
- ii. **There were several conversations going on, and I could not understand what was said...**
- iii. Don explained, workshops were for Board members to hash things through, in a private forum...all spoke at once, and I could not understand the chatter
- iv. Sue brought up no electrical inspections... per say... it is in the national Electrical Certification. Lee questioned if the Town wants to employ a master electrician for this. Sue stated, there are classes that can be taken... she recommended the Town pay for these classes that the inspectors could take and get certified.

10. Items turned over to Council for completion –

- a. Title six to be turned over to Council.

11. Recap action items for next Board meeting

- a. Shirley/Kathy- Roberts rules overview
- b. Don- Work on definitions to work on, and bring to next meeting.

12. Motion to Adjourn. — Shirley makes a motion to adjourn, Kathy Daulton 2nd, ayes unanimous

13. Next Regular Board meeting—Wed. 5/3/17 5PM