

The Town of
Star Valley Ranch, Wyoming
PLANNING AND ZONING BOARD MEETING MINUTES
October 11, 2023, **DRAFT**

Present-

Mike Black- Board Chairman
Dolores Albers- Board Member
Larry Johnson- Board Member
Lynn Updike- Board Member
Gina Campbell- Clerk

Guests-

Brady Bitter- Building inspector
Taylor Ellis- Star Valley Ranch Council Liaison
Mike Wardle- Star Valley Ranch Association Liaison
Karl Scherbel- Surveyor Scherbel's LTD- Representing
Homeowners
Josh Floyd- Contractor Representing Homeowner
Laurie Roberts – Homeowner
Holly Orton- Homeowner
Pavel, Lubomir- Homeowner

- 1.) **Call to Order-** 5:02 pm Mike Black calls the meeting to order- a quorum is present.
- 2.) **Approval of Agenda-** Agenda for October 11, 2023 – Dolores motions to approve, Lynn 2nd, ayes unanimously. Motion passes.
- 3.) **Approval of Minutes** – Minutes for September 27, 2023- Dolores motions to approve, Lynn 2nd, ayes unanimously. Motion passes.
- 4.) **Recognize Special Guests-** Taylor Ellis- Town of Star Valley Ranch Liaison, Brady Bitter- Town of Star Valley Ranch Building Inspector, and Mike Wardle- Star Valley Ranch Association Liaison.
- 5.) **Action Items:**

Permit Review:

DECK REPAIR & Structural Modification

A), Harmon, Tamara – 47 Vista East Court – Plat 6 Lot 124- The contractor is going to change out the beams to glue-laminated beams of the same size for better

structural strength after his conversation with Brady. - Lynn motions to approve, Dolores 2nd, ayes unanimously. Motion passes.

Fence

A). Pavel, Lubomir – 905 Cedar Creek Drive – Plat 16 Lot 31- Larry motions to approve, Lynn 2nd, ayes unanimously. Motion passes.

Motion to Recess to Planning and Zoning Public Hearing- 5:15 p.m.- Dolores motions to approve, Larry 2nd, ayes unanimously. Motion passes.

Motion to Reconvene Planning and Zoning Board Meeting- 5:25 p.m.- Dolores motions to approve, Larry 2nd, ayes unanimously. Motion passes.

6.) Review action items from the last meeting- N/A

7.) Citizen Input to the Board for items not on the agenda- Gina Campbell asked why the board felt citizens could not fence around a vacant lot. She and Councilman Ellis had searched the Town Ordinance and could not find anywhere excluding it. Mike Wardel from SVRA added the association had some citizens try to fence around several lots some of which did not have single-family residences on and were not combined and they sued the property owners and won. Brady Bitter said Town Ordinance §154.115 (B) is their justification and they stand by their decision to not allow the Howe's to build their fence around their vacant lot.

8.) Information/ Discussion Items- Councilmen Ellis summarized the current situation on 50 White Pine (Olsen Property)- The Town has informed the Olsen's and their contractors they do need to remove the structure and all fill from the property with one change. The Town extended the deadline to June 30, 2024, because of the weather. The Town is concerned that the weather may cause constraints with removal and damage to the road if they have to rush the removal. Councilman Ellis also encouraged the Board, if and or when the approval of new plans or certification of the fill dirt come before them to remember that retaining walls and fill dirt cannot be in setbacks.

9.) Comments/ matters from the board- N/A

10.) Items turned over to Council for Completion- N/A

- 11.) Recap action items for the next board meeting-** Mike Black will draft the recommendation letters for the Davis Lot Combination and the Roberts Lot Line Adjustment and Driveway Easement Creation discussed in the Public Hearing Meeting for the Council prior to their next meeting on November 14, 2023.
- 12.) Motion to adjourn-** 5:50 pm- Dolores motions to adjourn, Larry 2nd, ayes unanimously. Motions passes.

Next Regular Board Meeting – October 25, 2023

Town of Star Valley Ranch
**PLANNING & ZONING BOARD PUBLIC BOARD HEARING MEETING
MINUTES**

October 11, 2023 **DRAFT**

1. Call to Order- 5:15 pm- Mike Black calls the meeting to order- a quorum is present.
2. Approval of Agenda – October 11, 2023- Lynn Motions to approve, Larry 2nd, ayes unanimously. Motion passes.

A.) Lot Combination – Davis, Elaine - 558 Aspen Way – Plat 2 Lots 21 & 22

Public Comments

Motion To Forward Approval or Denial Recommendation for the Lot Combination of Davis, Elaine- 558 Aspen Way, Plat 2 Lots 21 & 22, to the Town Council for their Approval or Denial. - Dolores Motions to approve, Larry 2nd, ayes unanimously. Motion passes.

B.) Lot Line Adjustment and Creation of Driveway Easement – Roberts, Laurie- 631 Vista East Drive - Plat 6 Lots 61, 64 & 133

Public Comments

Motion To Forward Approval or Denial Recommendation for the Lot Line Adjustment and Creation of Driveway Easement for Roberts, Laurie- 631 Vista East Drive - Plat 6 Lots 61, 64 & 133, to the Town Council for their Approval or Denial. - Dolores Motions to approve, Lynn 2nd, ayes unanimously. Motion passes.

3. **Motion to Adjourn Public Hearing Meeting-** 5:24 p.m.- Lynn Motions to approve, Dolores 2nd, ayes unanimously. Motion passes.