

The Town of
Star Valley Ranch, Wyoming
PLANNING AND ZONING BOARD MEETING MINUTES
August 23, 2023, **DRAFT**

Present-

Kathy Daulton- Board Member- Acting Chairman
Dolores Albers- Board Member
Larry Johnson- Board Member
Gina Campbell- Clerk

Guests-

Brady Bitter- Building inspector
Taylor Ellis- Star Valley Ranch Council Liaison
Mike Wardle- Star Valley Ranch Association Liaison
Rodger Miller- Homeowner
Lynn Updike- Homeowner
Brett and Annette Johnson- Homeowners- Attending via Zoom

- 1.) **Call to Order-** 5:04 pm Kathy Daulton calls meeting to order- a quorum is present.
- 2.) **Approval of Agenda-** Agenda for August 23, 2023 – Larry motions to approve, Dolores 2nd, ayes unanimously. Motion passes.
- 3.) **Approval of Minutes** – Minutes for August 9, 2023- Dolores motions to approve, Larry 2nd, ayes unanimously. Motion passes.
- 4.) **Recognize Special Guests-** Taylor Ellis- Town of Star Valley Ranch Liaison and Brady Bitter- Town of Star Valley Ranch Building Inspector, and Mike Wardle- Star Valley Ranch Association Liaison.
- 5.) **Action Items:**

Permit Review –

- a). **Ratify Deck Permit** (Voted and approved electronically on August 10, 2023) - **Mark and Anne Bennion** - Deck Replacement - 471 Redwood Road - Plat 8 Lot 29. - Larry motions to approve, Dolores 2nd, ayes unanimously. Motion passes.

b). Structure over 200 Square Feet - Rodger & Alicemarie Miller - 56 Middle Branch Court – Plat 17 Lot 47.- Larry motions to approve pending receipt of structural calculation for snow load and wind speed and with redlines of shed location on plot plan, Dolores 2nd, ayes unanimously. Motion passes.

c). Roof Replacement In-Kind – Jere Kovach- 16 Ponderosa Place – Plat 17 Lot 27 - Dolores motions to approve, Larry 2nd, ayes unanimously. Motion passes.

d). Single Family Residence – Randall Udy – 316 Hardman Road – Plat 17 Lot 118. Dolores motions to approve, Larry 2nd, ayes unanimously. Motion passes.

e). Structure Modification – Jennifer and Ian Munnerlyn – 118 North Branch Circle - Larry motions to approve with stipulation they will need to come in and modify the scope of work and provide structural calculations for the window and porch roof once the scope of work is determined, Dolores 2nd, ayes unanimously. Motion passes.

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

7.) Citizen Input to the Board for items not on the agenda- Annette and Brett Johnson are attending via zoom. Their permit for a Structural Modification/Repair to their pole barn was denied at the last meeting due to setback encroachment and the fact the structure is on a separate lot without a Single-Family Residence. Both are in violation of the Town Ordinance. Also, the structure will now need to be updated to current building codes, so the board asked for better plans with structural calculations. These plans will need to be stamped by a Wyoming Certified Engineer. The Johnson's requested the board approve their permit if they remove or move the porch from the structure which is the part of the structure encroaching on the setback. They also said they could provide stamped plans with structural information shortly after as they have someone working on it. They contend, since the building was approved by Lincoln County (in 2005) prior to the adoption of the Town's building permit requirements, they should not have to combine lots to bring the structure within current Town regulations. They do not want to combine the lots per Gina Campbell's suggestion, as they may want to be able to build another Single-Family Residence on the lot which currently contains the pole barn

structure in question. They claim combining the lot would cause them an undue hardship.

- a. Kathy Daulton reminded them, even prior to the Town Ordinance which says no lots can have any structures on it without having a Single-Family Residence on the lot as well.
- b. Mike Wardle from SVRA stated that the Association does not have a record of the structure being constructed, nor could they find a permit with Lincoln County for said structure. This means the pole barn was not properly permitted to start with. If their previous homeowners would have been permitted by Lincoln County, they wouldn't have approved it due to the fact zoning at that time still was considered Single-Family. Mike also suggested moving the lot line between the two properties to include the current pole barn structure onto the property that already has an existing Single-Family Residence.
 - i. The homeowners are concerned if they moved the lot line it may interfere with their ability to construct a driveway that would be within Town Regulations.
- c. Brady Bitter, the Town Building Inspector, interjected there is also the issue of bringing the building up to current ordinance and building codes. He said they would need to make sure the foundation in place for the structure meets current code requirements. His concern is without a clear plan with structural calculations they do not know the full scope of the work that is needed and is going to end up costing more to repair the current structure and modifying the lot lines to meet code than just tearing down the building and rebuilding on the lot with the Single-Family Residence.
 - i. The homeowners are concerned that if they move it the insurance company will then not pay for the repairs.
- d. Homeowners are going to move forward with trying to get more information on the current footings and foundation and, if they are deep enough, get a report certifying it meets our current building codes. The homeowners are also going to speak with Surveyor Scherbel Ltd. to see if it is feasible to move the lot line rather than combine the lots.

- i. Kathy requested they keep Gina updated with their findings and intentions moving forward.

8.) Information/ Discussion Items- Gina Campbell introduced Lynn Updike whom the mayor will be appointing to the Planning and Zoning Board at their next Town Council meeting.

9.) Comments/ matters from the board- Kathy Daulton will make sure all board members have the information from Lincoln County regarding the re-zoning plan so they can prepare any feedback at the next meeting.

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

11.) Recap action items for next board meeting- Review proposal from Lincoln County regarding the re-zoning of a piece of land close to the Town for suggestions or comments.

12.) Motion to adjourn- 5:55 pm Larry motions to adjourn, Dolores 2nd, ayes unanimously. Motions passes.

Next Regular Board Meeting – September 13, 2023