

**JOHNSON COUNTY PLANNING AND ZONING COMMISSION
REGULAR MEETING-TUESDAY, JANUARY 14, 2014**

OFFICIAL MINUTES

Commission Chairperson Margaret Smith-Braniff called the regular meeting of the Johnson County Planning and Zoning Commission to order at 4:00 pm.

Those present were Commission members Margaret Smith-Braniff, Scott Mills, and Dave Spencer; County Planner and Project Manager, Rob Yingling; County Planner and GIS Manager Jim Waller; Barry Crago, Deputy County Attorney; County Commissioners John Gibbs and Delbert Eitel; and Vicki Edelman, County Clerk. Commission member Randy Cleveland was absent. Commission member Craig Wetterlund has submitted a letter of resignation to the Board of County Commissioners.

Mills moved to approve the minutes of the December 10, 2013 minutes with the requested addition of adding that Melissa Butcher stated an official transcript would be made available online when completed.

After discussion by Spencer on his dissatisfaction with the minutes of the Special Meetings December 4th and 5th, 2013, Mills moved to table those minutes until a later date after they can be revised. Spencer seconded, motion carried. Planner Yingling reported he would get a copy of the audio transcript from Melissa Butcher so he could critique the minutes for these meetings.

After discussion Mills moved to change today's agenda to move the Draft Zoning Discussion with Deputy County Attorney Barry Crago to New Business. Spencer seconded, motion carried.

The Commission discussed procedures for reviewing comments submitted by the public and by Deputy County Attorney Barry Crago.

After discussion a work session date was set for January 27, 2014 at 4:00 pm to discuss comments and changes to the zoning document.

Mills moved to change the regularly scheduled meeting date for February to February 6, 2014 beginning at 4:00 pm so that more Commission members could attend. Spencer seconded, motion carried.

Chairperson Smith-Braniff called for public comments. County Board Chairman Delbert Eitel thanked the Commission for all their hard work on the document. He especially thanked Margaret Smith-Braniff and Dave Spencer for their years of service on the Commission. He is concerned about growing government and the additional cost of implementation of Zoning in the County. Spencer said he would not see a need to add additional people. Planner Yingling said there would be a need for an Administrative Secretary. Carolyn Fox expressed concern over so many regulations. Mills said this was the best solution for all the needs. Brian Wilkening expressed concern over the rush to pass the regulations. Smith-Braniff discussed the need to

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have zoning in place to deal with issues such as gravel pits and wind energy facilities. Shane Mannering pointed out that when you choose to live out in the country you should accept the isolation and not expect quick responses from emergency services. Robert Garrison said he is sure the intentions are good but they need to proceed carefully. Mills said the County Planner should be reasonable and prudent in zoning decisions and that there are plenty of appeal procedures.

Discussion was had about the Comprehensive Land Use Plan and whether changes will need to be made to the Plan to support zoning regulations.

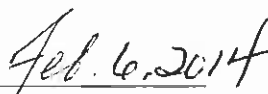
Planner Yingling gave a status report on projects as follows:

1. Yingling will be writing an amendment to the subdivision regulations regarding boundary adjustments per the County Commissioners previous request.
2. Deputy County Attorney Crago said there is nothing new to report on the progress of the Resubdivision of the Shores at Lake DeSmet legal action - only telephone calls back and forth. Attorney Crago said he is still making phone calls.
3. Emerald Park Subdivision - Yingling is waiting to hear from the Developer and review the updated Improvements Agreement. The developer still has a few lots to sell before he is required to pave the subdivision streets.

There being no further business to come before the Commission, Mills moved to adjourn the meeting at 6:36 pm. Dave Spencer seconded, motion carried.

Approved,


Margaret Smith-Braniff, Chairperson


Date

**JOHNSON COUNTY PLANNING AND ZONING COMMISSION
REGULAR MEETING
TUESDAY, FEBRUARY 6, 2014**

Commission Chairperson Margaret Smith-Braniff called the regular meeting of the Johnson County Planning and Zoning Commission to order at 4:00 pm.

Those present were Commission members Margaret Smith-Braniff, Scott Mills, Dave Spencer, and Randy Cleveland; County Planner and Project Manager, Rob Yingling; County Planner and GIS Manager Jim Waller; Barry Crago, Deputy County Attorney; Commissioner Jim Hicks; Road and Bridge Supervisor Scott Pehringer; and Vicki Edelman, County Clerk.

Mills moved to approve the minutes of the January 14, 2014 minutes. Spencer seconded, motion carried. Since the December 4, 2013 and December 5, 2013 minutes were not on the agenda Cleveland moved to table their discussion until the next regular meeting. Mills seconded, motion carried.

After discussion Spencer moved to elect Scott Mills as Chairman of the Commission. Cleveland seconded, motion carried. Mills moved to elect Spencer as Vice Chairman, Randy Cleveland seconded, motion carried.

After discussion on the Keffer property isolated parcel that he wants to split off and the history of realignment of Klondike road, irrigation ditch issues, and the right of way agreement, the Commission decided to take no action at this time and put matter back on the agenda as old business.

Planner Yingling discussed with the Board a family exemption for the Guyton property on Klondike road for information purposes as there is no action required by the Commission.

Chairman Mills asked for public comments. There being none, discussion began on the next step for the draft zoning regulations. Items discussed with Deputy County Attorney Barry Crago were the 160 acre split restriction in the agriculture district, the Wyoming Attorney General's opinion on Counties regulating lot sizes, cleanup work that Crago and Planner Yingling have to do and whether there was a need for another public hearing. Planner Yingling will prepare a list of changes by the next meeting.

Cleveland moved to set a work session meeting date of March 4, 2014 at 4:00 pm. Smith-Braniff seconded, motion carried.

Smith-Braniff presented her letter of resignation to be delivered to the Board of County Commissioners. The rest of the Board commended and thanked her for her dedication to the job.

Planner Yingling gave a status report on projects as follows:

1. Planner Yingling will be writing an amendment to the subdivision regulations regarding boundary line adjustments per the County Commissioners request.

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2. Deputy County Attorney Crago stated there is nothing new to report on the progress of the Resubdivision of the Shores at Lake DeSmet legal action - only telephone calls back and forth. Attorney Crago said he is still making phone calls.
3. Emerald Park Subdivision - Planner Yingling is waiting to hear from the Developer and to receive an updated Subdivision Improvements Agreement. The developer still has a few lots to sell before he is required to pave the subdivision streets.

There being no further business to come before the Commission, Smith Braniff moved to adjourn the meeting at 5:06 pm. Spencer seconded, motion carried.

Approved,



Scott Mills, Chairman

2/11/2014

Date

**JOHNSON COUNTY PLANNING AND ZONING COMMISSION
REGULAR MEETING - TUESDAY, MARCH 11, 2014**

OFFICIAL MINUTES

Commission Chairman Scott Mills called the regular meeting of the Johnson County Planning and Zoning Commission to order at 4:00 p.m.

Those present were Commission members Scott Mills, Dave Spencer, and Randy Cleveland; County Planner and Project Manager, Rob Yingling; County Planner and GIS Manager Jim Waller; Barry Crago, Deputy County Attorney; Road and Bridge Supervisor Scott Pehringer; Emergency Management Coordinator Marilyn Connolly; and Vicki Edelman, County Clerk. There are two vacancies on the Planning and Zoning Commission.

Cleveland moved to approve the minutes of the February 6, 2014 regular meeting. Spencer seconded, motion carried. Cleveland moved to approve the December 4, 2013 Special Meeting minutes. Scott Mills seconded, motion carried. Cleveland moved to approve the December 5, 2013 Special Meeting minutes. Mills seconded, motion carried.

Chairman Mills asked for general public comments, and there being none moved to the discussion of the draft zoning regulations. Items discussed with Deputy County Attorney Barry Crago were the final changes to the document and the estimated cost of zoning implementation.

Spencer moved to forward and certify the final county zoning regulations to the Board of Johnson County Commissioners with a recommendation to adopt the regulations. Cleveland seconded, motion carried. Spencer said he has worked on this project personally for seven years and feels we need zoning to protect Johnson County's future. Spencer also said this document was created from scratch and customized to fit Johnson County. He further said people will get used to it and will save money in the future. Cleveland agreed with Spencer and further stated we have a beautiful county with a beautiful future and we need to protect it. Mills said the document has been thoroughly crafted for Johnson County and it has been a painstaking effort to complete the document. Mills further stated the goal was to protect the values, ethics and customs we love about Johnson County. Mills said there is a process to make changes, there is flexibility in the document, and it will be useful and beneficial to the county.

Spencer moved to approve the Letter of Certification of the Johnson County Zoning Regulations to the Board of County Commissioners signed the Johnson County Planning and Zoning Commission with attachments. Cleveland seconded, motion carried. Spencer and Mills commended Planner Yingling and Jim Waller for their work on this document and the zoning mapping. They also thanked Deputy County Attorney Barry Crago for his legal advice. They also thanked Jim Waller for his work on the map server and parcels.

Planner Yingling gave a status report on projects as follows:

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1. Planner Yingling said the easement agreement for Klondike Road has been signed and recorded by property owner Charles Keffer.
2. Emerald Park Subdivision - Planner Yingling is still waiting to hear from the Developer about an updated Improvements Agreement for the subdivision. The developer still has a few lots to sell before street paving is required.
3. Deputy County Attorney Barry Crago said the attorneys are trying to get together in the next two weeks for discussion on legal issues with the Shores at Lake DeSmet Subdivision regarding requirements for a replatting and vacation of a portion of the subdivision.

Other items discussed were updating the subdivision regulations, updating the Comprehensive Land Use Plan and trying to find new members hopefully by May to fill vacancies on the Commission.

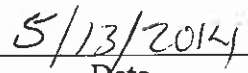
Spencer made a motion to move the April business to the May meeting which will be May 13, 2014 at 4:00pm, and cancel the regular April meeting, as a quorum would not be available for an April meeting. Cleveland seconded, motion carried.

There being no further business to come before the Commission, Spencer moved to adjourn the meeting at 4:48 p.m. Cleveland seconded, motion carried.

Approved,



Scott Mills, Chairperson



Date

**JOHNSON COUNTY PLANNING AND ZONING COMMISSION
REGULAR MEETING - TUESDAY, MAY 13, 2014**

OFFICIAL MINUTES

Commission Chairman Scott Mills called the regular meeting of the Johnson County Planning and Zoning Commission to order at 4:00 p.m.

Those present were Commission members Scott Mills, and new Commission members Albert “Smokey” Wildeman and Travis Pearson; County Planner and Project Manager, Rob Yingling; County Planner and GIS Manager Jim Waller; Barry Crago, Deputy County Attorney; and Vicki Edelman, County Clerk. Commission member Randy Cleveland and new Commission member Robert Pfister were absent.

Chairman Mills introduced Albert “Smokey” Wildeman and Travis Pearson, two new Commission members and thanked Dave Spencer for his time and effort on the commission. Planner Yingling thanked the new commission members, saying we have a Commission with well-rounded backgrounds and experience that will benefit the group.

Pearson moved to approve the minutes for the March 11, 2014 regular meeting. Wildeman seconded, motion carried.

Wildeman nominated Randy Cleveland for Vice-Chairman to fill the vacancy created by Dave Spencer’s resignation. Pearson seconded, motion carried.

County Planner and GIS Manager Jim Waller updated the commission on the Johnson County Mapserver, parcel mapping, plats, subdivisions, septic permitting, e-911 addressing and other GIS issues.

Planner Yingling discussed the proposed Caturia Major Subdivision, Klondike Road and Hilltop Drive, stating that the proposed subdivision would have to be annexed into the city and the developer does not want to incur the costs associated with annexation. Therefore, Yingling feels the developer will cancel the project.

Chairman Mills called for general public comment and there being none Planner Yingling gave the following status of projects/general discussion items:

1. Emerald Park Subdivision- Planner Yingling is waiting to hear from the Developer regarding a revised Subdivision Improvements Agreement. The developer still has several lots to sell before triggering the requirement to pave the subdivision streets. Jim Waller reported that a Homeowners Association has been formed in the subdivision.
2. Shores at Lake DeSmet Subdivision - Deputy County Attorney Barry Crago is still talking to the attorneys. Planner Yingling suggested re-platting the subdivision into Tract A & B, vacating Tract B, and including the relocated Shoreline Drive in the Tract A replat. The need to notify all owners in the subdivision was also discussed.

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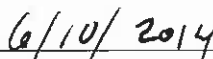
3. Northwest Waterline Project – Local citizen Mike Markovsky sent out a mailing for the water improvement district along the Northwest waterline project and only received a 20% favorable response. Planner Yingling feels they will need to break up into a smaller service and improvement districts in order to get this accomplished.
4. Richardson Park Public Water and Sewer evaluation - Planner Yingling will send out a mailing to determine the level of interest for connecting to public water and sewer by lot owners. He is certain the city will require annexation into the City of Buffalo to provide city water and sewer.
5. The Planning Department will be updating the subdivision regulations and the comprehensive land use plan. Data compiled for the current land use plan is now over 10 years old. Planner Yingling can do the writing and Jim Waller the mapping. Planner Yingling will also be preparing the end of the year Annual Report to the County Commissioners on the activities of the Planning Department and Planning & Zoning Commission for the 2013-14 fiscal year.
6. Septic System and Flood Plain permitting - Planner Yingling has reported to the County Commissioners that Jim Waller is certified to perform septic permits and it would be beneficial to have that process in the planners office so he can map ground water depths.
7. Planner Yingling has submitted the department's fiscal year 2014-15 budget request to the Commissioners with the only consulting fees being to Greenwood Mapping to maintain the map server.
8. Planning Conference dates were discussed and explained to the new commission members. Planner Yingling and GIS Waller are scheduled to attend the Wyoming Planning Association spring conference in Riverton, WY on May 15-16, 2014.

There being no further business to come before the Commission, Smokey Wildeman moved to adjourn the meeting at 4:53PM. Travis Pearson seconded, motion carried.

Approved,



Scott Mills, Chairperson



Date

**JOHNSON COUNTY PLANNING AND ZONING COMMISSION
REGULAR MEETING - TUESDAY, JUNE 10, 2014**

OFFICIAL MINUTES

Commission Chairman Scott Mills called the regular meeting of the Johnson County Planning and Zoning Commission to order at 4:07 pm.

Those present were Commission members Scott Mills, Travis Pearson, and Randy Cleveland; County Planner and Project Manager, Rob Yingling; County Planner and GIS Manager Jim Waller; Deputy County Attorney Barry Crago, and Vicki Edelman, County Clerk. Commission members Albert "Smokey" Wildeman and Robert Pfister were absent.

Cleveland moved to approve the minutes for the May 13, 2014 regular meeting. Pearson seconded, motion carried.

Planner Yingling discussed the Hale property on Kumor Road saying the Deputy County Attorney recommended the prospective purchasers use the minor subdivision process rather than a boundary adjustment exemption to split off the existing house and small acreage from the agricultural portion of the property.

Chairman Mills called for general public comments and there being none, Planner Yingling gave the following status of projects/general discussion items:

1. Emerald Park Subdivision- Planner Yingling said the Developer is putting costs of street pavement together and will be meeting with him to discuss an updated Subdivision Improvements Agreement. The developer still has several lots to sell before being required to pave the subdivision streets.
2. Shores at Lake DeSmet Subdivision - No new update.
3. Northwest Waterline Project – Yingling will remove this item from the agenda. There is insufficient interest by residents to form a Special Improvements District at this time.
4. Richardson Park Public Water & Sewer Evaluation - Planner Yingling will send out a mailing to see what the interest would be; however he is certain they city will force them to annex into the city. Yingling believes the County Commissioners need to help with funding a consultant to determine a cost per owner so that each property owners knows approximately how much city water and sewer will cost them.
5. The Planning Department will be updating the Johnson County Subdivision Regulations and Comprehensive Land Use Plan. Some data used for the Comprehensive Plan is now over 10 years old. Work on the revision of the subdivision regulations should begin in July. For the land use plan, Planner Yingling can perform most of the writing and Jim Waller will provide mapping. Planner Yingling will also prepare the annual report to the

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County Commissioners on the activities of the Planning Department and Planning and Zoning Commission for the 2013-2014 fiscal year. The report should be signed by the Planning and Zoning Commission at their July meeting and presented to the County Commissioners the following week.

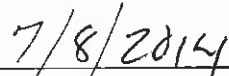
6. Septic System and Flood Plain permitting - Jim Waller has been assigned the responsibility for issuing septic permits, but the flood plan permitting process is still undecided.
7. Planner Yingling has submitted the fiscal year 2014-2015 proposed budget.
8. Planner Yingling gave a report on the Spring Conference of the Wyoming Planning Association held in Riverton, WY, and he also discussed the Fall Conference to be held in September in Pinedale, WY.

There being no further business to come before the Commission, Cleveland moved to adjourn the meeting at 4:44 pm. Pearson seconded, motion carried.

Approved,



Scott Mills, Chairperson



Date

**JOHNSON COUNTY PLANNING AND ZONING COMMISSION
REGULAR MEETING-TUESDAY, JULY 8, 2014**

OFFICIAL MINUTES

Commission Chairman Scott Mills called the regular meeting of the Johnson County Planning and Zoning Commission to order at 3:59 p.m.

Those present were Commission members Scott Mills, Travis Pearson, Smokey Wildeman, and Robert Pfister; County Planner and Project Manager, Rob Yingling; County Planner and GIS Manager Jim Waller; Scott Pehringer, Road & Bridge Supervisor; and Vicki Edelman, County Clerk. Commission member Randy Cleveland was absent.

Pearson moved to approve the minutes for the June 10, 2014 regular meeting. Mills seconded, motion carried.

Chairman Mills introduced commission member Robert Pfister and welcomed him to the Planning and Zoning Commission.

Chairman Mills called for general public comments and, there being none, Planner Yingling gave the following status of projects/general discussion items:


1. Planner Yingling briefly discussed his interpretation of the Boundary Adjustment Subdivision Exemption and his concern over Deputy County Attorney Barry Crago's interpretation.
2. Emerald Park Subdivision - Planner Yingling said he spoke to the Developer who stated that he is moving ahead with subdivision street paving.
3. Shores at Lake DeSmet Subdivision - No new update from Deputy County Attorney.
4. Northwest Waterline Project – Residents have not responded positively to forming a Special Improvements District to connect to the waterline. Yingling will remove this item from the agenda.
5. Richardson Park Subdivision Public Water & Sewer evaluation - Planner Yingling was going to send out a mailing to determine interest by residents of the subdivision in connecting to public water; however WWC Engineering is performing a Level I water study for the City of Buffalo and part of that study will include a survey of residents in the potential service area, which will include Richardson Park. Therefore, no action by Yingling is necessary.
6. The Planning Department will be updating the subdivision regulations and land use plan which is over 10 years old. Work on the subdivision regulations will begin this month. For the land use plan update, Planner Yingling can do the writing and Jim Waller will prepare any necessary mapping.

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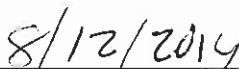
7. Planner Yingling gave a draft copy of the Fiscal Year 2013-2014 Annual report to the Commission members for review and comments. The report outlines the activities of the Planning and Zoning Commission and Planning Department for the fiscal year, and will be presented to the Board of County Commissioners after approval by the Commission.
8. Septic System and Flood Plain permitting - Jim Waller has been assigned responsibility for performing septic system permitting by the Board of County Commissioners, but responsibility for flood plain permitting has not yet been assigned by the Board.
9. Planner Yingling has submitted the Fiscal Year 2014-2015 budget to the Board of County Commissioners. The Board will adopt the new fiscal year budget on July 15, 2014.
10. Planner Yingling gave an overview of the spring conference of the Wyoming Planning Association held in Riverton, WY and also discussed the upcoming fall conference in September in Pinedale, WY.

There being no further business to come before the Commission, Wildeman moved to adjourn the meeting at 4:27 p.m. Pfister seconded, motion carried.

Approved,



Scott Mills, Chairperson



Date

**JOHNSON COUNTY PLANNING AND ZONING COMMISSION
REGULAR MEETING-TUESDAY, AUGUST 12, 2014**

OFFICIAL MINUTES

Commission Chairman Scott Mills called the regular meeting of the Johnson County Planning and Zoning Commission to order August 12, 2014 at 3:59 pm.

Those present were Commission members Scott Mills, Randy Cleveland, and Robert Pfister; County Planner and Project Manager, Rob Yingling; County Planner and GIS Manager Jim Waller; Deputy County Attorney, Barry Crago; County Commissioner John Gibbs; and Vicki Edelman, County Clerk. Commission members Smokey Wildeman and Travis Pearson were absent.

Cleveland moved to approve the minutes for the July 8, 2014 regular meeting. Pfister seconded, motion carried.

Planner Yingling reported to the Commission that the City of Buffalo has contracted with WWC Engineering to do a Level 1 water study around the outskirts of Buffalo and the Johnson County Commissioners are on board with the project.

Chairman Mills called for general public comments and there being none, Planner Yingling gave the following status of projects/general discussion items:

1. Planner Yingling briefly discussed the annual report, saying he would be on the next County Commissioners' agenda and present the report to the Commissioners.
2. Emerald Park Subdivision- Planner Yingling said the Developer contacted him and is moving ahead with subdivision street paving and it should be done before winter. The developer is checking oil prices and still has a few lots to sell before being required to pave the streets in accordance with the Subdivision Improvements Agreement.
3. Shores at Lake DeSmet Subdivision-Attorney Crago will be setting up a meeting with the attorneys and will possibly be able to work out one piece at a time by getting lots back together, vacating common areas, and then working on the road issues.
4. Richardson Park will be included in the level 1 water study so the Planning Department will not need to contact the subdivision property owners.
5. Flood Plain permitting has been assigned to Emergency Manager Marilyn Connolly by the County Commissioners.
6. Planner Yingling is working on the revision of the subdivision regulations and hopefully will have a second draft ready for review by the end of the year.

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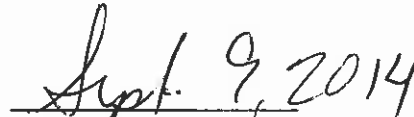
7. The FY2014-15 Budget has been approved with consulting fees only for the mapserver maintenance; a separate line item for funding an aerial photography project; and a small amount for funding expenses of the septic permitting function.
8. Planner Yingling discussed the fall conference of the Wyoming Planning Association in Pinedale Sept 17-19, 2014. He will need to know prior to Sept 5th if anyone is planning to attend.
9. Planner Yingling reported on the French Creek Rd Gravel Pit public hearing, saying most of the people attending were in opposition because of dust, noise, traffic concerns and if zoning had been adopted they may have the ability to mitigate nuisances or prevent the gravel pit.

There being no further business to come before the Commission, Cleveland moved to adjourn the meeting at 4:37 pm. Pfister seconded, motion carried.

Approved,



Scott Mills, Chairperson



Date

**JOHNSON COUNTY PLANNING AND ZONING COMMISSION
REGULAR MEETING-TUESDAY, SEPTEMBER 9, 2014**

OFFICIAL MINUTES

Commission Chairman Scott Mills called the regular meeting of the Johnson County Planning and Zoning Commission to order September 9, 2014 at 4:00 pm.

Those present were Commission members Scott Mills, Robert Pfister and Travis Pearson; County Planner and Project Manager Rob Yingling; County Planner and GIS Manager Jim Waller; County Commissioner John Gibbs; and Vicki Edelman, County Clerk. Commission members Smokey Wildeman and Randy Cleveland were absent.

Pfister moved to approve the minutes for the August 12, 2014 regular meeting. Pearson seconded, motion carried.

Planner Yingling presented the proposed Affidavit of Boundary Line Adjustment for Kim and Ronda Bolinger, which involves 2 parcels in Robinson Acres Subdivision along Robinson Lane. Yingling said the Bolingers are requesting the boundary line adjustment to bring the sprinkler system and driveway into the home parcel and that the boundary adjustment would not create a new parcel. Yingling recommended approval and forwarding the Affidavit on to the County Commissioners for final approval. Pearson moved to recommend approval of this boundary line adjustment to the Board of Commissioners. Pfister seconded, motion carried.

Planner Yingling presented the proposed T-Cross-T Minor Subdivision Sketch Plan as presented by Luke Gay, proposed developer of the Subdivision, located at the intersection of Kearny Lane and Wagon Box Road. Yingling said the proposed subdivision is comprised of two 5 +/- acre lots subdivided out of a 2,152 acre property owned by the T Cross T Ranch, LLC. Yingling discussed concerns about the name of the subdivision because it is also a licensed business name; the developer did not place the required public notice in the local newspaper; and that adjacent property owners would need to be notified of the sketch plan review meeting. Planner Yingling recommended to the Commission that sketch plan agenda item be continued to the October meeting, which will give the developer time to publish the required public notice and give the Planner's office time to send out notices to the adjacent property owners. Pearson moved to continue the sketch plan agenda item until the October regular meeting, allowing time for the proper notifications and advertising. Pfister seconded, motion carried.

Planner Yingling discussed a request for two additional direct accesses onto Klondike Road from the Bald Ridge Estates Subdivision by the developers. Planner Yingling said this request was made when the subdivision was first proposed and was denied. He stated that, according to the Johnson County Subdivision Regulations, subdivisions are required to have an internal street system with no individual lot accesses to the public road unless approved by the Planning and Zoning Commission. Yingling recommended getting the Road & Bridge Department's concurrence on this issue. Pearson moved to recommend denial of the additional access to the Board of County Commissioners. Mills seconded, motion carried.

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Chairman Mills called for general public comment and, there being none, Planner Yingling provided the following status of projects/general discussion items:

1. Emerald Park Subdivision - Planner Yingling said the Developer contacted him and is still checking oil prices for street paving. Planner Yingling will contact again.
2. Shores at Lake DeSmet Subdivision - Deputy County Attorney Barry Crago was not at the meeting to provide an update.
3. Planner Yingling is working on the revision of the subdivision regulations and a preliminary draft of one section was provided for review by the Commission.
4. Planner Yingling reported he and Jim Waller will be attending the Fall Conference of the Wyoming Planning Association in Pinedale Sept 17-19, 2014.

Planner Yingling discussed with Commissioner John Gibbs the need for boundary line adjustment process to take place as a part of the airport land swap. This will need to take place prior to the closing on the Means property.

There being no further business to come before the Commission, Pearson moved to adjourn the meeting at 4:57 pm. Pfister seconded, motion carried.

Approved,



Scott Mills, Chairperson



Date

**JOHNSON COUNTY PLANNING AND ZONING COMMISSION
REGULAR MEETING - TUESDAY, OCTOBER 14, 2014**

OFFICIAL MINUTES

Commission Chairman Scott Mills called the regular meeting of the Johnson County Planning and Zoning Commission to order at 4:00 pm on Tuesday, October 14, 2014.

Those present were Commission members Scott Mills, Albert Smokey Wildeman, Travis Pearson, and Randy Cleveland; County Planner and Project Manager, Rob Yingling; County Planner and GIS Manager, Jim Waller; and Vicki Edelman, County Clerk. Commission member Robert Pfister was absent.

Pearson moved to approve the minutes for the September 9, 2014 regular meeting. Cleveland seconded, motion carried.

Planner Yingling presented the proposed Minor Subdivision Sketch Plan and Final Plat review for Timber Creek Minor Subdivision. The subdivision involves two lots from property owned by T Cross T Ranch, LLC to be used for residential purposes, and with domestic wells and individual septic systems. Access and utility easements are listed on the final plat. Yingling further stated surrounding property owners were notified and there were no public comments received.

Pearson moved to approve the Sketch Plan for the Timber Creek Minor Subdivision. Wildeman seconded. After discussion, the motion carried. Cleveland moved to approve the Final Plat contingent upon the required signature of the T Cross T Ranch and Planner Yingling's review of the mylar copy of the final plat. Wildeman seconded, motion carried.

Planner Yingling briefly discussed a potential boundary line adjustment on the Bolinger and Needens properties on Klondike Road. This involves a family split and requires no action until the surveyor submits the required survey and affidavit.

Chairman Mills called for general public comment and there being none Planner Yingling gave the following status of projects/general discussion items:

1. Planner Yingling reported the Commissioners concurred with the Planning Commission's recommendation to deny additional accesses onto Klondike Road from the Bald Ridge Subdivision.
2. Affidavit of Boundary Adjustment between Johnson County and the Means property at the airport was approved by the Board of Commissioners without the Planning Commission's approval; however the Commissioners expressed concern about not having prior approval of the Planning and Zoning Commission.
3. Planner Yingling discussed a potential problem with the septic system at the Lake Stop Resort which is being addressed by the Wyoming Department of Environmental Quality.

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4. Emerald Park Subdivision - Planner Yingling informed the Commission that the Developer has secured a paving agreement with L&S Contractors in Sheridan and the street paving is scheduled to be done during the spring of 2015.
5. Shores at Lake DeSmet Subdivision legal issues - no status update. The matter is being handled by Deputy County Attorney, Barry Crago.
6. Yingling distributed copies of a revised Subdivision Improvements Agreement for the updated Johnson County Subdivision Regulations. He will also ask Deputy County Attorney Barry Crago to review the document.
7. Planner Yingling reported on the Fall Conference of the Wyoming Planning Association, the aerial imagery project, and also meeting rules of order.

After discussion, Pearson moved to reschedule the November regular meeting to November 18, 2014 at 4:00 pm due to the original scheduled November 11th date falling on the Veteran's Day holiday when county offices are closed. Cleveland seconded, motion carried.

There being no further business to come before the Commission, Cleveland moved to adjourn the meeting at 4:37 pm. Wildeman seconded, motion carried.

Approved,



Scott Mills, Chairperson



Date

**JOHNSON COUNTY PLANNING AND ZONING COMMISSION
REGULAR MEETING-TUESDAY, NOVEMBER 18, 2014**

OFFICIAL MINUTES

Commission Chairman Scott Mills called the regular meeting of the Johnson County Planning and Zoning Commission to order November 18, 2014 at 4:00 pm.

Those present were Commission members Scott Mills, Travis Pearson, and Randy Cleveland; County Planner and Project Manager, Rob Yingling; County Planner and GIS Manager Jim Waller; Deputy County Attorney Barry Crago; and Vicki Edelman, County Clerk. Commission members Robert Pfister and Albert Smokey Wildeman were absent.

Pearson moved to approve the minutes for the October 14, 2014 regular meeting. Cleveland seconded, motion carried.

Planner Yingling updated the Commission on the proposed D&J Hilton Subdivision located on TW and Barn Road in Johnson County. He stated that the subdivision will have 5 lots of various sizes, used for residential purposes and located off OF TW Road via Barn Road. Domestic wells and individual septic systems are proposed and the developer is requesting to use the minor subdivision process. He further stated the use of a private road to access a subdivision requires an easement of at least 60' which does exist. Yingling stated that it has been the county's rural addressing policy that subdivision roads accessing three or more lots must have a name and signage; and if the street requires a name, then it may be necessary to construct the street to county standards, which would disqualify the developer for using the minor subdivision process. Yingling stated that this issue could be avoided by the developer using several private access driveways, where no more than two lots were accessed by a single driveway.

Yingling informed the Commission that several requirements of the sketch plan had not been met, including payment of the sketch plan review fee, a soils report from the Lake DeSmet Conservation District, Notice of Intent to Subdivide publication for two weeks in the newspaper, and public notices mailed to adjacent property owners. Yingling pointed out two references in the Minor Subdivision Regulations that are in conflict: one which would allow the minor subdivision process after 35 acre parcels had been previously developed, and one which would prohibit use of the minor subdivision process.

After much discussion among the commission members, Planner Yingling, advice from Deputy County Attorney Barry Crago and several motions being made and failed for lack of a second, Pearson moved to grant the exemption to D&J Hilton Subdivision from Chapter 2 Section 2.1 of the Minor Subdivision Regulations, and allow the subdivision to be processed as a minor subdivision based on information submitted by the developer prior to the November 18, 2014 meeting. Cleveland seconded, motion carried.

Chairman Mills called for general public comment and there being none Planner Yingling gave the following status of projects/general discussion items:

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1. Planner Yingling reported the Board of County Commissioners approved the Timber Creek Minor Subdivision at their October 21, 2014 meeting.
2. Planner Yingling said Bambi Johnston has the Lake Stop Resort property back now and is working with the Wyoming Department of Environmental Quality on the septic system problems.
3. Shores at Lake DeSmet Subdivision - Deputy County Attorney Barry Crago reported he is hoping the parties will put the common area parcels that had been split back together. Discussion continues on who will build the subdivision road once the required number of lots are sold as the prerequisite for the road construction requirement as per the Subdivision Improvements Agreement between the developer and the Board of County Commissioners. Crago stated he is sure the courts will have to decide who is legally responsible for building the road.
4. Subdivision Improvements Agreement format for the update to the Johnson County Subdivision Regulations - Deputy County Attorney Barry Crago will review the draft agreement and requirements for collateral and discuss with Planner Yingling.
5. Planner Yingling reported Scott Mills will be resigning and two other Commission positions (Cleveland and Wildeman) will expire in January 2015.
6. Planner Yingling discussed the Emerald Park Subdivision's street paving requirement and the notice that Attorney and Emerald Park lot owner Sean Durrant will be sending a letter to the new Board of County Commissioners demanding professional engineer's oversight on the street paving project.

There being no further business to come before the Commission, Cleveland moved to adjourn the meeting at 5:38 pm. Pearson seconded, motion carried.

Approved,


Randy Cleveland, Vice Chairman

3-10-15
Date

**JOHNSON COUNTY PLANNING AND ZONING COMMISSION
REGULAR MEETING-TUESDAY, DECEMBER 9, 2014**

OFFICIAL MINUTES

Commission Chairman Scott Mills called the regular meeting of the Johnson County Planning and Zoning Commission to order December 9, 2014 at 4:00 pm.

Those present were Commission members Scott Mills, Travis Pearson, Randy Cleveland, Albert "Smokey" Wildeman and Rob Pfister; County Planner and Project Manager, Rob Yingling; County Planner and GIS Manager Jim Waller; Deputy County Attorney Barry Crago; Johnson County Commission Chairman Delbert Eitel and Commissioners John Gibbs and Jim Hicks; and Vicki Edelman, County Clerk.

Cleveland moved to approve the minutes for the November 18, 2014 with the amended change of wording from "street paving requirement" in the Shores at Lake DeSmet discussions to "road construction requirement." Mills seconded, motion carried.

Planner Yingling updated the Commission on the proposed D&J Hilton Subdivision located on TW Road and Barn Road in Johnson County. He stated the subdivision is proposed to have 5 lots of various sizes to be used for residential purposes and located on Barn Road. Domestic wells and individual septic systems are proposed and the Commission has ruled that the Developer may use the minor subdivision process. He further stated he is still waiting on a soils report from the Lake DeSmet Conservation District, and soils limitations from the report would need to be included on the final plat as a plat warning. The county sketch plan review fee has been paid. Planner Yingling also said it appears that different covenants apply to different parcels and no recorded covenants were found the parcel proposed to be subdivided. Public notice and notification to adjacent property owners has been made and written comments have been received and need to be reviewed as well as public comments taken at this meeting. Planner Yingling further recommended that if the Commission moves to approve the sketch plan the developer should be required to record covenants for the subdivision that requires all lot owners to join a Homeowners Association of all owners within the large parcel subdivision and require each member to pay a pro-rata share for maintenance and upkeep of common facilities. He also stated that the developer should provide a private road sign at the intersection of TW and Barn Roads.

Matt Sorenson, Attorney for the current property owners stated that lot owners were misled and believed that all parcels in the Hilton Subdivision were to remain 35-40 acre parcels and that the proposed subdivision of one of the parcels is inconsistent with the other parcels. He also stated the current residents' concerns about the water table, septic systems, land use issues, road access and the aesthetic view of the mountains.

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After hearing concerns from current property owners, the Commission decided to continue the subdivision application until the next regular meeting. Commissioner Hicks suggested to Mr. Hilton that he consider selling the parcel in question to another property owner in the Hilton Subdivision.

Wildeman moved to continue the decision on the D&J Hilton Subdivision sketch plan to the next regular meeting to allow time to hear comments back from Bill Hilton and to await receipt of the Conservation District Soils Report. Pearson seconded, motion carried.

The regular meeting recessed and was back in session at 5:10 pm.

After discussion, Pearson moved to cancel the January meeting and continue the D&J Hilton Subdivision sketch plan agenda item to the February 10, 2015 regular meeting. Cleveland seconded, motion carried. Planner Yingling will send notices to all the property owners involved.

Planner Yingling discussed a complaint he received from Ken Burton regarding his neighbor's use of his driveway as a commercial access on Klondike Road, which is a violation of the covenants for the two-lot subdivision. Road and Bridge Supervisor Scott Pehringer stated that both Mr. Burton's and his neighbor's driveway permit are in Mr. Burton's name. The Commission agreed that Mr. Burton should enforce his own covenants.

Chairman Mills called for general public comment and there being none Planner Yingling gave the following status of projects and general discussion items:

1. Shores at Lake DeSmet Subdivision - Deputy County Attorney Barry Crago reported he is working on the parties to put the common area that had been split back together, which would take care of the illegal subdivision. He stated that it would be determined later who will be responsible to build the subdivision road once the prerequisite number of lots have been sold. Commissioner Gibbs expressed his concern over the "taking of property" by the sale of the common ground which is jointly owned by other lot owners who have previously purchased lots in the subdivision.
2. Subdivision Improvements Agreement – The Planning Department is working on updates and revision of the Johnson County Subdivision Regulations regarding Subdivision Improvements Agreements and collateral to guarantee improvements, and will have Deputy County Attorney Barry Crago review the proposed new language.
3. Planner Yingling reported Randy Cleveland and Smokey Wildeman will remain on the Commission and Scott Mill's resignation was accepted by the County Commissioners

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with thanks for his many years of service. Planner Yingling stated that the Commission will need to elect officers for 2015 at the February 10, 2015 regular meeting.

There being no further business to come before the Commission, Wildeman moved to adjourn the meeting at 5:42 pm. Pearson seconded, motion carried.

Approved,



Randy Cleveland, Vice Chairman



Date