JOHNSON COUNTY PLANNING AND ZONING COMMISSION

REGULAR MEETING-TUESDAY, JANUARY 12, 2016

Commission Vice-Chairman Randy Cleveland called the regular meeting of the Johnson County Planning and Zoning Commission to order January 12, 2016 at 4:00 PM.

Those present were Commission members Travis Pearson, Manny Rodriguez, County Planner Jim Waller, Deputy County Attorney Barry Crago, Johnson County Commission Chairman William J Novotny III, and Vicki Edelman, County Clerk. Albert “Smokey” Wildeman was absent from this meeting.

Travis Pearson moved to approve the minutes for the December 8, 2015 regular meeting. Manny Rodriguez seconded, motion carried.

Manny Rodriguez moved to retain Albert “Smokey” Wildeman as Chairman and elect Travis Pearson as Vice-Chairman. Travis Pearson seconded, motion carried.

Planner Waller led discussion in the proposed updates to the subdivision regulations which were adopted in 1996. All amendments from 2005-2009 have been placed within a printed master copy of the regulations. An unclean version noting all amendments by resolution number is also available in digital form.

Proposed changes for discussion are: moving the permit process section (Section 1), removing all covenants, modifying the fee schedule allowing the county to re-coop some of the cost, placing the burden of all notification processes on the developer and providing proof to the county, having developer supply required copies, move forms to an appendix section, having a disclaimer at the bottom of all forms which states “no guarantees” of approval of the subdivision. Concerning major subdivisions and common properties, the county will require proof that an entity (HOA) exists that will enforce the rules and levy assessments covering the maintenance and upkeep of all common property. Final discussion was on the size of subdivisions to be regulated and cleaning up the definition section. Definitions will be placed at beginning of the regulations after the authority etc. Planner Waller will make changes discussed and send out revisions.

There being no further business to come before the Commission, Travis Pearson moved to adjourn the meeting at 5:06 PM. Manny Rodriguez seconded, motion carried.

Respectfully,

Randy Cleveland-Vice-Chairman

[Signature]

Date

Vicki Edelman, County Clerk

[Signature]
Commission Vice-Chairman Randy Cleveland called the regular meeting of the Johnson County Planning and Zoning Commission to order February 9, 2016 at 4:00 PM.

Those present were Commission members Manny Rodriguez, Julie Baker, County Planner, Jim Waller, Deputy County Attorney Barry Crago, Johnson County Commission Chairman William J Novotny III, Scott Pehringer Road & Bridge Supervisor and Vicki Edelman, County Clerk. Chairman Albert “Smokey” Wildeman and Travis Pearson were absent from this meeting.

Manny Rodriguez moved to approve the minutes for the January 12, 2016 regular meeting. Julie Baker seconded, motion carried.

Planner Waller introduced Julie Baker as the new member to the Commission.

Planner Waller led discussion in the proposed updates to the subdivision regulations which were adopted in 1996. Proposed changes for discussion are: all the exemptions with each process included in the document, large acre subdivision which will not addressed at this time, adding the minor subdivision process in as one document, removing the covenant sections and defining the governing entity once completed, affidavits and costs. Planner Waller will make changes discussed and send out revisions.

Vice Chairman Cleveland called for Public Comment and their being none asked for the Status of Projects/general discussion:

Shores at Lake DeSmet Subdivision-No updates and no complaint filed as of this meeting date.

Hilton Property/TW Road- The sale has closed & there will be no subdivision.

There being no further business to come before the Commission, Manny Rodriguez moved to adjourn the meeting at 5:36 PM. Julie Baker seconded, motion carried.

Respectfully,

Randy Cleveland-Vice-Chairman

Attest:

Vicki Edelman, County Clerk
Commission Chairman Albert "Smokey" Wildeman called the regular meeting of the Johnson County Planning and Zoning Commission to order March 8, 2016 at 4:00 PM.

Those present were Commission members Travis Pearson, Manny Rodriguez, Randy Cleveland, Julie Baker County Planner, Jim Waller, Deputy County Attorney Barry Crago, Johnson County Commissioner Chairman William J Novotny III, and Jane Car, Deputy County Clerk.

Julie Baker moved to approve the minutes for the February 9, 2016 regular meeting. Randy Cleveland seconded, motion carried.

Planner Waller led discussion in the proposed updates to the subdivision regulations which were adopted in 1996. Changes for discussion in the General Provisions Subdivision Regulations were: cleaning up definitions and changing the headings at the beginning of each chapter Part I to Article I through Part II Chapter Two. Planner Waller will make changes discussed and send out revisions. Next month will start with Article III.

Hilton/TW Rd project closed. Barry Crago had nothing to report on the status for the Shores at Lake DeSmet. Josh Johnson had purchased all the lots at Bald Ridge Subdivision. Jim Waller sent the final report to DEQ of the number of septic permits for the last year. He had permitted 34 systems and inspected 26 systems total for Johnson County.

There being no further business to come before the Commission, Travis Pearson moved to adjourn the meeting at 4:59 PM. Randy Cleveland seconded, motion carried.

Respectfully,

Albert "Smokey" Wildeman-Chairman

Date

Attest: Jane Carr, Deputy County Clerk
Commission Chairman Albert "Smokey" Wildeman called the regular meeting of the Johnson County Planning and Zoning Commission to order April 12, 2016 at 4:05 PM.

Those present were Vice-Chairman Randy Cleveland, Planner Jim Waller, and Vicki Edelman, County Clerk. Commission members Travis Pearson, Manny Rodriguez and Julie Baker were absent from this meeting.

Chairman Wildeman declared that since there was not a quorum present to conduct the meeting they would adjourn and convene the next regular meeting at 4:00pm on May 10, 2016.

Respectfully,

Albert "Smokey" Wildeman Chairman Date

Attest: Vicki Edelman, County Clerk
Commission Chairman Albert “Smokey” Wildeman called the regular meeting of the Johnson County Planning and Zoning Commission to order May 10, 2016 at 4:00 PM.

Those present were Vice-Chairman Randy Cleveland, Commission members Travis Pearson and Julie Baker, Planner Jim Waller, Commissioner William J Novotny III, Deputy County Attorney Barry Crago and Vicki Edelman, County Clerk. Commission member Manny Rodriguez was absent from this meeting.

Travis Pearson moved to approve the minutes from the March 8, 2016 meeting along with the minutes from the April 12, 2016 meeting. Randy Cleveland seconded, motion carried.

Craig Shavlik met with the Commission to discuss the request for approval of the exemption on the Affidavit of Minor Boundary Adjustment between Kevin Patrick Marton and Anne Marie Marton, Jack V. Marton and Lynn William Noteboom. Randy Cleveland moved to approve the use of the exemption and recommend the County Commissioners approve the Affidavit of Minor Boundary Adjustments for Kevin Patrick Marton and Anne Marie Marton, husband and wife, Jack V. Marton, a single person and Lynn William Noteboom, Trustee of the Lynn William Noteboom Revocable Trust dated 3/6/04. Travis Pearson seconded, motion carried.

Planner Waller discussed progress on the Subdivision Regulations, including Minor Subdivisions and the County Road Standards saying once he has made changes and re-formatted, they will schedule two or three work sessions to review and make changes. After they decide on a final document public hearings will be set; hopefully having a finished document for presentation to the Commissioners by the end of the year.

Civil Deputy Barry Crago reported the Complaint is completed and ready for review in the legal proceedings between Johnson County and the Shores at Lake DeSmet Subdivision. Piney Creek Developer Jason Spielman has a few lots to sell before he has to comply with the Development Agreement.

Julie Baker moved to advertise and reschedule the June meeting to June 21, 2016 at 4:00pm. Travis Pearson seconded, motion carried.
Planner Waller discussed a potential request for a boundary line adjustment in the Mountain Ridge Estates Phase I between lots 9 and 10. After discussion Travis Pearson commented that possibly the boundary line adjustment would be allowed but would require proof of notification by certified mail by all property owners in the subdivision.

Other items discussed were the civil issues regarding enforcement of the covenants in the Sand Creek Subdivision and an issue in the Wagon Wheel Acres involving the sale of the lot designated for firefighting and change in the certificate on the well to residential use.

There being no further business Travis Pearson moved to adjourn the meeting at 4:56pm. Randy Cleveland seconded, motion carried.

Respectfully,

Albert "Smokey" Wildeman Chairman  Date

Attest: Vicki Edelman, County Clerk
Commission Chairman Albert “Smokey” Wildeman called the regular meeting of the Johnson County Planning and Zoning Commission to order June 21, 2016 at 4:03 PM.

Those present were Vice-Chairman Randy Cleveland, Commission members Travis Pearson, Manny Rodriguez, and Julie Baker, Planner Jim Waller, Commissioner William J Novotny III, and Deputy County Attorney Barry Crago. Public present was Mark Bedford.

Julie Baker moved to approve the minutes from the May 10, 2016 meeting. Randy Cleveland seconded, motion carried.

Planner Waller presented a request for approval of the use of the Boundary Line Adjustment Exemption as shown on the Affidavit of Minor Boundary Adjustment. Travis Pearson, recused himself from this agenda item as he is the surveyor involved. Planner Waller explained the adjustment is between Jimmie McClaughlin and Charles Huson, Lois Huson & Mary Osborne. The Huson/Osborn parcel will increase by .53 acres after all necessary records are filed. Randy Cleveland moved to approve use of the Boundary Line Adjustment as presented, Manny Rodriguez seconded, motion carried.

Mark Bedford was present to discuss the request for approval of the use of the Boundary Line Adjustment Exemption as shown on the Affidavit of Minor Boundary Adjustment between Russell Jones Trust and Stephen & Carol Mullaney. Planner Waller explained the boundary line adjustment, which consists of approximately 1.39 acres and includes a house. There is a title issue in the northwest portion of the Mullaney property. The previous owner filed a Quit Claim Deed for a small portion to Russell Jones, then, filed a Warranty Deed to the Mullaney family including the portion previously transferred to Jones. The board generally discussed the adjustment and the potential title issue. Travis Pearson moved approve and sign the affidavit at the next meeting presuming the title is corrected to reflect the intent of the affidavit and the affidavit has the original signatures. Send it back to the parties and clarify the title and re-submit for next month. Julie Baker Seconded, motion carried.
No action taken on the Bill and Rene Joy and the Johnson County Cemetery District proposed Boundary Line Adjustment. The surveyor asked the item be removed from the agenda.

The commission members were briefed on the legal issues with Shores at Lake DeSmet Subdivision and what will hopefully happen when the remaining roads are constructed. Planner Waller updated the commission about the road paving in the Emerald Park Subdivision and some of the other improvements. JLM Engineering is performing a final inspection. Planner Waller briefed the board about the status of the subdivision regulations.

Other items discussed were septic activity for the year and the number of permits issued up thru June 2016. Planner Waller informed the commission that Kearney Community Hall may pursue a minor subdivision for the permanent easement they hold on US HWY 87 in the Piney Creek Area.

With no other business, Travis Pearson moved to adjourn, Manny Rodriguez seconded, motion carried.

Respectfully,

[Signature]
Date

[Signature]
James Waller, County Planner
Commission Chairman Albert “Smokey” Wildeman called the regular meeting of the Johnson County Planning and Zoning Commission to order July 12, 2016 at 4:04 PM.

Those present were Commission members Travis Pearson, Manny Rodriguez and Julie Baker, Planner Jim Waller, Commissioner William J Novotny III, and Jane Carr, Deputy County Clerk. Commission Vice-Chairman Member Randy Cleveland was absent from this meeting.

Julie Baker moved to approve the minutes from the June 21, 2016 meeting. Travis Pearson seconded, motion carried.

Travis Pearson moved to approve the Minor Boundary Line adjustment for Russell S Jones Trust and Stephen & Carol Mullaney located in Sec 36 T47N R83W. Manny Rodriguez seconded. Motion carried. Planner Waller said that a Quit Claim Deed from Mullaney’s to Jones was filed on June 29, 2016.

Deputy County Attorney Barry Crago is preparing to go to court with Shores at Lake DeSmet Subdivision. Planner Waller updated the Commission on the Emerald Park Subdivision. The paving and inspection report is done. Planner Waller and Deputy County Attorney Barry Crago will get together and put together a plan on settling between Home Owners Association and Dave Redd the developer.

Other items discussed were vacation of Outlaw Acres Subdivision owned by Taylors and bought out by Wolds. Wolds want to put the subdivision back into agriculture. The easements if any will have to be exempted. They hope to have subdivision vacated by September 2016 meeting. Wyoming DEQ had a hearing in Cheyenne on June 14, 2016. The County might have to amend their regulations on septic permits to match the states regulations. Planner Waller is still working on the road regulations and hopes to get them done soon.

There being no further business Travis Pearson moved to adjourn the meeting at 4:30 P.M. Julie Baker seconded. Motion carried.

Respectfully,

[Signature]
Albert “Smokey” Wildeman Chairman Date

Attest: [Signature]
Jane Carr, Deputy County Clerk
Commission Chairman Albert “Smokey” Wildeman called the regular meeting of the Johnson County Planning and Zoning Commission to order August 9, 2016 at 4:00 PM.

Those present were Commission members Travis Pearson, Manny Rodriguez, Julie Baker, Randy Cleveland, Planner Jim Waller, Commissioner William J Novotny III, Cheryl Benner from Road & Bridge and Vicki Edelman County Clerk.

Travis Pearson moved to approve the minutes from the July 12, 2016 meeting. Julie Baker seconded, motion carried.

Planner Waller discussed the Petition to Vacate Outlaw Acres Subdivision which consists of 10 lots approved in 2006 near Barnum; saying no utilities were installed and the road is outside the Subdivision. Planner Waller introduced Jim Richendifer Ranch Manager, who was present to answer questions. Planner Waller said the covenants would be vacated at the same time as a part of the Resolution to Vacate and he would recommend approval by the Planning & Zoning Commission. There being no public comment Travis Pearson moved to approve the Petition to Vacate Outlaw Acres Subdivision and move to the JC Commissioners for final action. Julie Baker seconded, motion carried.

Chairman Wildeman asked for updates on Shores at Lake DeSmet Subdivision. Deputy County Attorney Barry Crago told the Planning Commission he has redrafted the Complaint and will review with Planner Waller. Emerald Park Roads-Planner Waller said no more lots have been sold to date. the Developer has added additional gravel to the shoulders.

Other items discussed were a possible request for one lot vacation in the Rock Creek Estates Subdivision, a lot split at Billy Creek and progress on the subdivision regulations.

There being no further business Travis Pearson moved to adjourn the meeting at 4:28 P.M. Randy Cleveland seconded. Motion carried.
Respectfully,

Albert "Smokey" Wildeman Chairman

Date 9-13-16

Attest: Vicki Edelman, County Clerk
JOHNSON COUNTY PLANNING AND ZONING COMMISSION

REGULAR MEETING-TUESDAY, SEPTEMBER 13, 2016

Commission Chairman Albert “Smokey” Wildeman called the regular meeting of
the Johnson County Planning and Zoning Commission to order September 13,
2016 at 4:00 PM.

Those present were Commission members Travis Pearson, Manny Rodriguez and
Julie Baker, Planner Jim Waller, Commissioner William J Novotny III, Scott
Pehringer Road & Bridge Supervisor, Barry Crago Deputy County Attorney and
Vicki Edelman County Clerk.

Julie Baker moved to approve the minutes from the August 9, 2016 meeting.
Travis Pearson seconded, motion carried.

Kerry Money on behalf of Tim & Kathleen Braunagel met with the Planning
Commission to discuss a possible vacation and boundary line adjustment of lot 8
Elk Meadows Subdivision. After discussion it was decided that the Braunagels
will combine the 2 lots into one deed then move forward with the vacation and
boundary line adjustment.

Travis Pearson abstained from discussion and voting on the JLDA, LLC boundary
line adjustment and the JLDA Minor Subdivision sketch plan as he is the surveyor
for both JLDA, LLC projects.

Travis Pearson presented the request by JLDA, LLC for a boundary line
adjustment of Lot 1 of Billy Creek Sheep Camp Subdivision; saying they want to
add 1.33 acres to Lot 1. After discussion Julie Baker moved to accept and approve
the Boundary Line Adjustment of Lot 1 of Billy Creek Sheep Camp Subdivision as
presented. Manny Rodriguez seconded, motion carried.

Travis Pearson presented the request by JLDA, LLC for a 3 lot Sketch Plan for a
minor subdivision located in NW1/4 Section 20 T48N R83W; saying there is an
Easement off Billy Creek Access Road, there will be individual septic systems and
wells, the Conservation District is doing a soils review, notice will be in the paper
and adjacent land owners will be notified. Manny Rodriguez moved to accept as a
Minor Subdivision process. Julie Baker seconded, motion carried.

Planner Waller said at the October 11th meeting they will take public comments
and sign off on the Final Plat.
Planner Waller updated the Commission on progress with the Subdivision Regulations, the Fall WYOPASS Conference and Septic Permits saying DEQ-Chapt. 25 cannot be adopted by reference; they have to be spelled out in the regulations.

Planner Waller also discussed a possible Boundary Line Adjustment between Dave Bliss and Teresa Brooks involving 6 acres at 95 Kumor Road and a potential Minor Subdivision-Mountain Top Estates- on Billy Creek Access Road, saying they will need to deal with BLM on additional access.

There being no further business Travis Pearson moved to adjourn the meeting at 5:19 P.M. Julie Baker seconded, motion carried.

Respectfully,

\[Signature\]  
[Printed Name: Albert "Smokey" Wildeman]  
[Title: Chairman]  
[Date: 10-11-16]  

\[Signature\]  
[Printed Name: Travis D. Pearson]  
[Vice Chairman]

Attest:
Vicki Edelman, County Clerk
JOHNSON COUNTY PLANNING AND ZONING COMMISSION

REGULAR MEETING-TUESDAY, OCTOBER 11, 2016

Commission Vice-Chairman Travis Pearson called the regular meeting of the
Johnson County Planning and Zoning Commission to order October 11, 2016 at
4:00 PM.

Those present were Commission members Travis Pearson, Manny Rodriguez and
Julie Baker, Planner Jim Waller, Commissioner William J Novotny III, and Barry
Crago Deputy County Attorney. Commission Chairman Albert “Smokey”
Wildeman was absent from this meeting.

Julie Baker moved to approve the minutes from the September 13, 2016 meeting.
Manny Rodriguez seconded, motion carried.

JLDA Minor Subdivision final plat approval. Travis Pearson explained he is
surveyor for the landowners and he cannot discuss or vote on the agenda item. At
this time there is no quorum and the final plat approval will be continued until
November 8, 2016. As of this meeting, no public comments have been submitted.

Under Old Business, County Planner Waller updated the commission on the
progress of the subdivision regulations. At this time, the subdivision regulations
have been put on hold and focus has been placed on the Small Wastewater Rules
and Regulations. On October 18, 2016 there are some items that will be presented
to the Johnson County Health Board to clarify the regulation appeal process.
Planner Waller updated the commission on the rules and timelines for finalizing
the regulations. As soon as the small wastewater treatment facility regulations are
completed; the subdivision regulation update will commence.

Other business items were discussed.

Planner Waller updated the Planning Commission on office inquiries over the past
month. Dave Bliss and Teresa Brooks are proposing a boundary line adjustment
on property that is located along Clear Creek East of Buffalo. Big Horn Surveying
and Engineering is preforming the survey work and an affidavit is pending
submittal to the office.

The proposed Vacation of Lot 8 Elk Meadows Subdivision will not proceed
forward. At this time Kerry Money, informed the Planning Department that the
landowners will not be pursuing the vacation and at this time Lot 8 will remain as
platted.
A landowner along Billy Creek Access Road has been seeking to split a 40 acre parcel into 2 parcels through the family exemption. There are some issues with property qualifying for a family exemption. Kerry Money is the surveyor that has inquired about the possible division of land.

Planner Waller updated the commission about some land issues that have been presented to the office in regards to mobile homes and minimum square footage for stick built houses in Johnson County. Both mobile home and square footage issues are related to covenants within Plated Subdivisions

Planner Waller updated the commission about a building code issue in the county related to roofing. With lack of Building Codes, a roofing contractor has stated that there is an issue with the insurance companies and roof replacements when there are no adopted building codes.

There being no further business, Manny Rodriguez moved to adjourn the meeting at 4:38 P.M. Julie Baker seconded, motion carried.

Respectfully,

Travis Pearson Vice-Chairman

11-08-16

Date

Attest: James Waller, County Planner
Commission Chairman Albert "Smokey" Wildeman called the regular meeting of the Johnson County Planning and Zoning Commission to order November 8, 2016 at 4:00 PM.

Those present were Commission members Travis Pearson, Manny Rodriguez and Julie Baker, Planner Jim Waller, Commissioner William J Novotny III, Robert Perry, and Barry Crago Deputy County Attorney. The fifth member is vacant at this time.

Julie Baker moved to approve the minutes from the October 11, 2016 meeting. Travis Pearson seconded, motion carried.

JLDA Minor Subdivision final plat review/approval. Travis Pearson explained he is surveyor for the landowners and must recuse himself from the discussion and vote on the agenda item.

Planner Waller briefed the board on the background, covenant restrictions pertaining to lot sizes, access and ROW widths, current and adjacent use of the property, application contents and final plat review.

All certified signature cards from the adjacent owners have been received and the public notice was published on September 22 and 29, 2016. Three people did call for more information on the proposal and with questions pertaining to access and lot sizes; no comments received.

Waller explained and discussed the soil review by the Lake DeSmet Conservation District. Possible bedrock and/or slow water movement are the major limitations involving proposed septic systems. The soil limitations were listed on the Plat Warnings.

Disclosure statement and the Plat Warnings were reviewed. Waller noted that all Disclosure items are placed under the Plat Warnings. The note section lists the easements and covenants. The final plat meets the county regulations for the minor subdivision process.

Brief discussion on the road and the easements and the 60 foot ROW and if the road will be 60 feet wide. Waller explained the minor subdivision regulations do not require improvements be constructed but access be established and created by dedication.

The deeds have not been filed related to the Boundary Line Adjustment between Lot 1 Billy Creek Sheep Camp and the other parcel which is proposed as the JLDA Minor Subdivision.

Julie Baker moved to approve the final plat and recommend approval to the County Commissioners with a condition that the deeds completing the Boundary Line Adjustment be recorded before the final plat is forwarded to the Commissioners. Manny Rodriguez seconded, motion carried.

Dave Bliss and Teresa Brooks affidavit of Boundary Line Adjustment. Julie Baker explained the reasoning behind the parcel split. Proposed is 6.2 acres swapped for 6.2 acres between Bliss Ranch and Teresa Brooks. The transfer will allow a pivot to run a full circle on the Bliss property. Planner Waller explained approval is for the use of the boundary line adjustment.
Travis Pearson commented the affidavit is clear with intention and use. Manny Rodriguez moved to approve the boundary line adjustment between the Bliss Ranch, LLC and Teresa Brooks as presented on the affidavit, Travis Pearson seconded, motion carried.

Under Old Business, County Planner Waller updated the commission on the septic activity. There were 11 inspections in October and 6 since the first of November. A commercial septic system was submitted to the office; however it must be permitted by the State. There are several new houses under construction in the county. The County Septic Regulation update is ongoing. Subdivision regulation update has been delayed to finish the septic regulations.

Other business items were discussed.

Planner Waller updated the Planning Commission on 2 possible minor subdivisions in the county. Kearney Hall is interested in pursuing a minor subdivision. At this time the Kearney Hall has a permanent easement. They are planning long term and are interested in increasing the parcel size. There is another possible minor subdivision along Billy Creek Access Road. The parcel is farther south along Billy Creek. The possible division would be 3 or 4 lots all about 10 acres or more.

Cypress Renewable Energy has contacted the office about the possibility of a solar farm in Johnson County. The company was inquiring about the permit processes and requirements for a solar farm.

Julie Baker asked for clarification of the subdivision process that would apply to another proposed subdivision along Billy Creek Access Road.

There being no further business, Travis Pearson moved to adjourn the meeting at 4:37 P.M. Julie Baker seconded, motion carried.

Respectfully,

Albert "Smokey" Wildeman-Chairman

Date

Attest: James Waller, County Planner

1-10-17
Meeting Canceled due to lack of Agenda Items

Respectfully,

Albert "Smokey" Wildeman-Chairman

Date

Attest:  James Waller, County Planner