

JOHNSON COUNTY PLANNING AND ZONING COMMISSION

REGULAR MEETING-TUESDAY JANUARY 4, 2022

Vice-Chair Julie Baker called the meeting of the Johnson County Planning and Zoning Commission to order January 4, 2022 at 7:01PM.

Those present were Commission members Julie Baker and Manny Rodriguez; Planner Jim Waller, Vicki Edelman County Clerk and Barry Crago Deputy County Attorney. Jake Hatch and Layne Qualm were absent from this meeting. Chairman Travis Pearson participated by telephone.

Travis Pearson moved to approve the minutes of the December 7, 2021 meeting. Manny Rodriguez seconded; motion carried.

Vice-Chair Baker stated the determination of officers for the 2022 year will be moved to the February meeting. Vice-Chair Baker also stated the High Chaparral Minor Subdivision final presentation will be tabled until the February meeting as well.

Vice-Chair Baker called for the final presentation of the Freehold Minor Subdivision off South Bypass Road. Jim Staebler was present to answer questions. Planner Waller presented the following report to the Commission:

Case: Minor 2021-004

Item: Free Hold Minor Subdivision Final Plat Review

Applicant: Freehold LLC

Summary: Subdivision of part of the NE¼ of Section 35 T51N R82W

Background information:

1. Owner of record; Freehold LLC as filed in Book 87A67page 391-392 (~8.06 Acres)
2. Proposed division located off South Bypass Rd.
 - a. Access to property is directly from the county road.
3. Property was part Smith Family Trust ranch.
4. Property is adjacent to the City of Buffalo.
5. Proposal is 2 lots: each shown as 5.06 and 3 acres.

Planning Considerations:

1. Sketch Plan submitted as a minor subdivision in June 2021.
2. Public Notice & Adjacent landowner notification; two consecutive notices appeared in the Buffalo Bulletin on July 15th & 22nd 2021 (affidavit of Publication on file).
 - a. Adjacent landowners notified by certified letter. Return receipts and signature cards on file.
3. Clear Creek Conservation District provided comments on the proposed subdivision as per county regulations and state law (**July 12, 2021**).
 - a. Disclosed on the plat & under Plat Warnings.

4. Water Source—Lot 1 within 300 feet of City of Buffalo Water service and Lot 2 would be subject to well permitting with the State Engineers Office.
 - a. Disclosed under plat warnings with proper notation for each lot.
 - b. Well spacing requirements are in the Wyoming State Engineer's Office, Regulations and Instructions, Part III, Water Well minimum Construction Standards, Revised June 2011
5. Sewer services
 - a. Disclosed under plat warnings.
6. Subdivision **is within 1 mile** of the City of Buffalo. City of Buffalo Planning and Zoning Commission moved to require the property to annex. City Buffalo Council approved an appeal from Freehold LLC to allow a minor subdivision within the County rather than annex the property. Council's decision was approved 12/21/2021 by Resolution No. 1453. (Copy of Resolution in Subdivision file)
7. Proper Hazard warnings disclosed under Plat Warnings.
8. Public comments/concerns.
9. Other considerations by the Commission.

Recommendations:

1. Hear and general discuss the proposal.
2. Hear and discuss any public comments.
3. Approve the final plat as presented and Recommend the County Commissioners approve the final plat as presented.

After discussion Manny Rodriguez moved to approve the Final Plat as presented and forward the approved plat to the Board of County Commissioners for final approval. Travis Pearson seconded; motion carried.

Planner Waller stated there was no Old Business but wanted to update the Commission on Mather Peak Subdivision, which is moving forward, and they are preparing to present the preliminary plat review. Planner Waller reported on the following items:

- Chapt 23 reports on water and sewer; an application must be submitted to DEQ for construction and permits and plans provided to the Commission.
- Les Hook or Mayor Schrader must sign the application for construction.
- When it is annexed into the city, they will follow city land use and zoning.
- Access permits from WYDOT; there are indications WYDOT will grant 2 accesses. The highway (North Main St) will be re-stripped in from of their property.
- They still need approval from the City.
- They can submit the preliminary to the County and do the advertising and notifications. They will need to give 3-4 weeks for citizens to comment. There have been 2 calls with concerns about water. They could possibly be on the Agenda in February but most likely in March.
- There is to be 102 residential water taps and 102 residential sewer taps. There is plenty of capacity for the sewer lines and the water pressure is 60psi on top of the hill.

- There will be the road connecting Airport Rd and North Main Street as requested by Road & Bridge and the Commissioners with some types of speed controls thru the development.
- It is now being submitted as 102 lots with 2 tracts; a storm pond will be constructed on one tract.
- They will need to figure out street names within the subdivision.

There being no public comment, Planner Waller reported to the Commission on business in the office:

Planner Waller presented the following summary of activities of the Planning Commission for the 2021 year:

Subdivision and Related

- Subdivision Regulation Revision; Finalized on 11/2/2021.
- 3 approved Boundary Line Adjustments
- 6 Minor Subdivisions approved (11 lots)
 - 2 Minor Subdivisions pending final review (5 lots)
 - 1 Minor Subdivision/partial annexation pending final review (2 lots)
- Inquiries about subdivision potential and exempt land divisions.
- Large Acreage Development off TW Rd; at least 1 parcel still in developer's name (23 parcels)
- Large Acreage Development off Monument Road (4 parcels)
- Large Acreage Development off Upper French Creek Rd (6 parcels)
- Inquiry about a large acreage development off Trabling Road

Septic Permitting

- 60 Septic Permit Applications (includes 30 within Platted Subdivisions) 3 pending permitting
 - **47 New systems**
 - **35 installed; remaining pending construction.**
 - 4 As-Built Permits
 - 9 Replacement/Modification systems
- 48 Installs (includes 4 permits from previous years)
- Weekly Record Requests (General Public, Lending Institutions, Realtor's, & Engineering Firms)
- Update to the Johnson County Small Wastewater Treatment Facilities Regulations
 - Pending DEQ.
- One septic complaint/concern.

Rural Addressing

- February 2021 rural addressing moved from Road and Bridge to the Planning Department
 - 64 Addresses reviewed/issued...includes 5 existing houses which were renumbered.

General Happenings

- Zoning requests for State of Wyoming Permit applications (DEQ, WYDOT, etc.)
- General Zoning & Development Questions

- Update Data and GIS information for Mapserver
- Deliver data and GIS information for various entities throughout county
 - Maps for Search & Rescue
 - Maps for Emergency Management
 - Maps for Sheriff's Office
 - Maps for Election Office
 - Maps for City and other entities
 - GIS Data for Census
 - GIS data for 811
- Participate in LEPC
- Update e911 GIS data for dispatch & phone records and other services.
- Other duties (Research, Investigate, & Coordinate with other agencies)
 - Update address information as addresses are assigned
 - Floodplain Development Permits
 - Coordinate data and information for various projects throughout Johnson County\

There being no further business to come before the Commission the regular meeting was adjourned at 7:30pm.

Respectfully,

Julie Baker
Julie Baker Vice-Chairman

2/1/22
Date

Attest: Vicki Edelman
Vicki Edelman, County Clerk