

Big Horn County Planning and Zoning Commission  
January 14, 2014  
County Courthouse  
420 West C Street, Basin, Wyoming  
2:00 pm

**Board members present:** Alan Bair (Chairman), Cliff Alexander (Vice-Chairman), Michael Scherman (Secretary), Mike Hinckley and David Neves

**Land Planning staff present:** Joy Hill (Land Planner) and Nick Wilson (Planning Technician)

**Others present:** Jerry Ewen (Commissioner)

1. 2:00 pm: Meeting called to order by Michael Scherman.
2. Welcome and introduction of new members.
3. Members selected Chairman, Vice-Chairman and Secretary. Mike Hinckley nominated Alan Bair as the Chairman. David Neves 2<sup>nd</sup> the nomination. All in favor. Alan Bair accepted Chairman position. Michael Scherman nominated Cliff Alexander as Vice-Chairman. All in favor. Mike Hinckley nominated Michael Scherman as Secretary. Michael Scherman nominated David Neves as Secretary. Cliff Alexander nominated David Neves as Secretary. Two in favor of each nominee. Chairman selected Michael Scherman as Secretary.
4. Meeting schedule set for 2014. Mike Hinckley made a motion to keep the meetings on the 2<sup>nd</sup> Tuesday of each month in Basin at 2pm through January of 2015. Michael Scherman 2<sup>nd</sup>. All in favor. The meeting schedule is as follows:

February 11, 2014	August 12, 2014
March 11, 2014	September 9, 2014
April 15, 2014	October 14, 2014
May 13, 2014	November 11, 2014
June 10, 2014	December 9, 2014
July 8, 2014	January 13, 2015
5. Minutes from the December meeting were reviewed. Motion to accept by Mike Hinckley. 2<sup>nd</sup> by Michael Scherman. All in favor.
6. The Planning Technician informed the commission that the Amended Plat of SS 07-003 (Burns-Alm) is ready for review and approval.
  - Final mylar plat was passed around for review by commission members.
  - Adjacent landowner contacts made/receipts received.
  - Affidavit of publication received.
  - No fire district involved.
  - No irrigation districts involved.

- Conservation district review not needed due to recent review of a similar parcel arrangement.
- Septic evaluation was completed by Donnell and Allred.
- In a floodplain, therefore development restrictions are noted on plat.

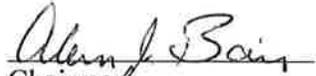
The Land Planner noted that there is currently no formal process for amending plats. It is recommended at the commission consider adding language to the Subdivision Regulations during a future amendment process. The Chairman recommended that the commission review the existing Subdivision Regulations in preparation for discussion about future changes.

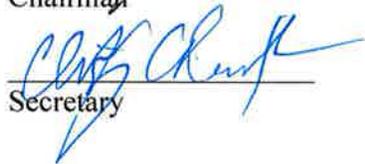
Motion was made by Michael Scherman to approve the Amended Plat of SS 07-003; 2<sup>nd</sup> by Cliff Alexander. All in favor. Plat approved and signed.

5. Mobile Home Park Concern North of Byron
  - A utility company contacted Commissioner Grant in late December regarding the Curtis Abraham's request to have ten gas meters installed on his parcel in Byron.
  - A letter was sent to Mr. Abraham from the Land Planner on December 27, 2013 summarizing subdivision rules for mobile home courts.
  - Mr. Abraham contacted Alan Bair regarding the letter that he received from Land Planning. Mr. Abraham was pleased that the letter was informative and positive rather than attacking.
  - Mr. Abraham contacted the planning office on January 13, 2014 to confirm receipt of the letter and to let us know that he is not currently working on developing a mobile home court, however, he is interested in future development. He is trying to get sewer and water delivered to the parcel. Before he goes any further, he will be in touch with our office. One of the existing trailers is occupied as a rental and the other trailer is a fixer-upper that may be moved.
  - There was general discussion among the group regarding the existing language for mobile home courts in the Subdivision Regulations. It is agreed that the language is conflicting and requires attention in a future revision.
6. The Planning Technician introduced the Walker 2-Lot Simple Subdivision east of Lovell. The landowner is working quickly through the process. Adjacent landowners have been contacted. Public notice was placed in the local newspaper.
7. Michael Scherman mentioned the struggles that the commission faced in 2013 while developing the commission's internal rules and regulations. The purpose of the document is to help guide new members through their roles and responsibilities on the commission. Michael also read the portions of the state statutes that identify the role of the commission.
8. Alan Bair asked if the Land Planning Department showed preference of engineers/surveyors to customers who were going through the subdivision process. The Land Planner explained that we offer a list of potential businesses that we have seen over the years, but we never indicate a preference. It is always up to the landowner to determine which provider is best to meet their needs.

9. Michael Scherman made a motion to adjourn the meeting at 3:15pm. 2<sup>nd</sup> by Mike Hinckley.  
All in favor.

Respectfully submitted;

  
Chairman

  
Secretary For Michael Scherman