

Big Horn County Planning and Zoning Commission  
March 11, 2014  
County Courthouse  
420 West C Street, Basin, Wyoming  
2:00 pm

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

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

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

1. 2:01pm: Meeting called to order by Alan Bair.
2. Review and approval of January 2014 meeting minutes. Motion to approve by David Neves. 2<sup>nd</sup> by Cliff Alexander. All in favor. Cliff Alexander signed in the absence of the secretary.
3. Review and approval of February 2014 meeting cancelation notice. Motion to approve by David Neves. 2<sup>nd</sup> by Mike Hinckley. All in favor. Cliff Alexander signed in the absence of the secretary.
4. The Planning Technician provided an update on the Walker Simple Subdivision. The Land Planner added that concerns have been voiced by the Globe Canal Company president, Reed Williams, regarding irrigation easements. The Land Planner had already sent comment to the landowner's engineer regarding irrigation plans. Because a newer version of the plat has not yet been received by Land Planning, further comment or direction cannot be provided to the subdivider beyond the comments that have already been given to the engineer. However, Mr. Williams' comments will be taken into consideration moving forward.
5. The Land Planner provided an update on the Bischoff Simple Subdivision. Reed Williams contacted the Land Planning Department regarding concerns about irrigation easements for this subdivision. The Land Planner explained that a draft plat has not yet been presented, therefore the office is waiting to provide further comment to the landowner/representative engineer. However, Mr. Williams' comments will be taken into consideration moving forward.
6. Per the request of Commissioner Ewen, the Land Planner made a brief presentation summarizing the roles and activities of the Land Planning Department. Following the presentation, Alan Bair discussed interest in involvement with land planning issues - to be aware of happenings and not to interfere. Commission members have attended the Land Planning Department's segment of the last two Board of Commissioners' meetings in an effort to gain insight into Land Planning activities. The main emphasis is on private property development activities. The current commission is willing to put in the time and effort to accomplish cohesive progress moving forward. If something is going to change regarding

regulations or actions that affect private property owners, the commission is interested in knowing.

- David Neves shared his findings from attending the recent Board of Commissioners meeting regarding roles and responsibilities of the commission. Reference was made to the Recommended Actions section of the current Land Use Plan (2009).
  - Alan Bair voiced his opinion that two documents be required for the commission. First, the required rules and regulations. Second, a roles and responsibilities summary. The Land Use Plan is a place to start with identifying some areas for involvement based upon the input of county constituents in its development. He felt that time would be better spent on actionable items, rather than rehashing the rules/bylaws for the commission.
  - The Land Planner explained her thoughts on the purpose for the rules/bylaws document for the commission – to be used as an educational guide for future board members.
  - Cliff Alexander identified an interest in knowing what types of planning and zoning activities are going on in the Land Planning Department so the commission can better serve the public when they ask questions about current events.
  - Alan Bair asked if it would make sense to develop a document that would serve as an educational document for new members, independent of the bylaws. The Land Planner suggested that the existing rules and regulations document be a single document to serve the purpose of identifying the commission’s internal business workings (as dictated by statute), including information that would help new members to understand their role and purpose.
  - Cliff Alexander shared insight into past experiences related to policy manuals that provide guidance to board members.
  - Alan Bair excused the conversation to be continued when Michael Scherman is able to be present.
7. The Land Planner made a brief presentation to the commission identifying recommended actions towards amending the current subdivision regulations for the county. Following the presentation, Alan Bair indicated that he would like to move forward with scheduling a workshop to discuss amendments to the subdivision regulations. Mike Hinckley made a motion to have a 2-hour workshop, starting at noon, before each upcoming commission meeting date, until further notice. David Neves 2<sup>nd</sup> the motion. All in favor. The group agreed to review state and county regulations in preparation for the meeting.
8. The Land Planner shared that WYOPASS annual memberships were purchased for each commission member.
9. The group discussed their potential interests in being involved with natural resource topics within the county, in particular, the idea of creating a Natural Resource Plan to accompany the Land Use Plan.
- David Neves referenced the Hot Springs County plan as an example.
  - Cliff Alexander added that a Natural Resource Plan is a critical document, necessary to help defend our public lands.
  - Commissioner Ewen explained that a Land Use Plan paired with a Natural Resource Plan would ensure that the federal government would be required to take the county’s input into consideration. Special expertise is required to develop a Natural Resource Plan and it

would come at an expense to the county. Such an effort would require a considerable amount of time and special data, some of which already exists.

- The commission members agreed that they have a collective interest in being involved in the development of a Natural Resource Plan for Big Horn County.
- Commissioner Ewen said he would communicate their interests to the Board of Commissioners.
- The group appointed David Neves as the main coordinator for this subject.

10. David Neves made a motion to adjourn the meeting at 4:17pm. 2nd by Mike Hinckley. All in favor.

Respectfully submitted;

  
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Chairman

  
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Secretary

