

Big Horn County Planning and Zoning Commission  
March 12, 2013  
County Courthouse  
420 West C Street, Basin, Wyoming  
2:00 pm

**Board members present:** Mary Flitner, Michael Scherman, Debbi McKim, Alan Bair, Mike Hinckley

**Land Planning staff present:** Joy Hill and Nick Wilson

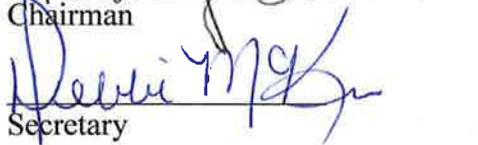
**Others present:** Commissioner Jerry Ewen

1. 2:00pm: Meeting called to order by Mary Flitner.
2. Minutes from the February 2013 meeting were approved as presented. Motion to approve by Alan Bair. Approved unanimously.
3. Joy Hill provided an update on the Coble 1-Lot Simple Subdivision.
  - A. Land Planning has spoken with the mayor, water supervisor and engineer of the Town of Burlington, as well as the surveyor representing Mr. Coble, Mr. Coble himself, and Kevin Fredericks of the DEQ.
  - B. The town is awaiting final guidance from the EPA to make their decision, however they anticipate at least a 200-foot septic buffer zone within the 18-acre parcel adjacent to the town parcel.
  - C. A draft plat was provided for review with the understanding that additional changes may be made before the final plat is created.
  - D. Land Planning will get DEQ input on any septic installations proposed on the parcel.
4. Commission members discussed the existing Planning and Zoning Commission Bylaws.
  - A. There is a question regarding the definition of "Secretary" since there is a commission secretary and the County Clerk, or her designee.
  - B. Further discussion on the bylaws will continue after the group reviews Alan Bair's comments and the new document format and comments provided by the Land Planner.
5. Nick Wilson introduced the proposed Potter 2-Lot Simple Subdivision outside of Cowley.
  - A. An application was submitted.
  - B. The Conservation District has been notified.
  - C. Mr. Potter has been given the list of contacts for adjacent landowners, fire district, Town of Cowley, etc.
  - D. Mr. Potter has already made contact with his surveyor.
  - E. Soils are expected to be tight in this area, which may require an engineered septic system.
6. Nick Wilson introduced the proposed Jolley 1-Lot Simple Subdivision outside of Lovell.
  - A. An application was submitted.
  - B. The Conservation District has been notified.
  - C. Mr. Jolley's engineering service is handling all the mailings.

- D. A list of contacts was given for adjacent landowners, etc.
  - E. Commission members questions if this was a mortgage exemption. It is known that this parcel is planned for sale.
7. Joy Hill gave an update on the Dove 2-lot Simple Subdivision. This subdivision is on hold. Ms. Dove has put the entire parcel up for sale. She will notify our office if her plans change.
  8. Debbi McKim asked if Wendy and the Commissioners could notify the P&Z Commission if/when any action is taken towards developing a Natural Resource Management Plan. Commissioner Ewen gave an update. He said the Commissioners met with Greg from ERG. This company has provided advice and data previously. He gave a short presentation and outlined what he thought needed to be done. The Commissioners asked him to provide different levels of pricing where a plan could be built in stages, as funding becomes available. It has been a little over a month since the presentation and the Commissioners have not received further guidance.
  9. Mary Flitner asked questions regarding the Land Planning Department's vision for using their website as a source of answers to the public. Joy Hill explained the vision – it is to provide as much information as possible to answer people's questions in a variety of ways (graphically and textually), as well as giving them all the contact information necessary to get to the right people who can answer any of their questions.
  10. Debbi McKim made a motion to adjourn the meeting at 3:09pm. 2<sup>nd</sup> by Alan Bair.

Respectfully submitted;

  
Chairman

  
Secretary