

Big Horn County Planning and Zoning Commission
December 28, 2017
County Courthouse
420 West C Street, Basin, Wyoming
12:00 pm

Commission members present: Alan Bair (Chairman), Cliff Alexander (Vice-Chairman), Michael Scherman (Secretary), David Neves and John Fuller


Land Planning staff present: Stephanie Muckley (Planning Technician), Joy Hill (Land Planner)


1. 12:20pm: Meeting called to order by Alan Bair.
2. Review and approval of the January 26, 2017 meeting minutes. Motion to approve by Cliff Alexander. 2nd by David Neves. All in favor. Approved.
3. The Chairman has been reappointed by the Board of Commissioners to serve another term.
4. The Land Planner discussed the plan for moving forward with amendments to the subdivision regulations. She will prepare a “package” of information to be reviewed by the Commission in early 2018 and then sent to a consultant who will complete the sections remaining to be finished in the amended regulations.
5. The Land Planner provided updates on active subdivisions:
 - Tyra: This subdivision has been in progress since October of 2015. The Land Planner has notified the subdivider on several occasions of the need for the process to be wrapped up. The subdivider has indicated the intent to complete the process, but has not yet submitted the required percolation tests to the Land Planning Department. The plat cannot be finalized without this information. The Land Planner asked the Commission how they would like to handle the lack of action on this subdivision.
 - i) Cliff Alexander made a motion that, barring any language in the subdivision regulations and/or state statutes that would prevent the following from being feasible, the Land Planner shall send a letter to the Tyras indicating that they must submit their percolation tests and finalized plat to the Land Planning department by April 15, 2018 or the subdivision process will be ceased and they will be required to reapply to subdivide their land. All in favor. Motion passed.
 - ii) Alan Bair followed this action with a request that the January agenda include time for discussion about maximum length of time the simple subdivision process can run.
 - Heiser: Awaiting percolation tests. Also, the irrigation/drainage district requires information from the subdivider before they can give their final response. The Land Planner will contact Mr. Heiser to determine his intentions on continuing the process in the new year.
 - Anderson-Wright: Mr. Wright is working on the process (buyer). He has sent notices to adjacent landowners and has receipts to turn in. He is planning to complete most of the

process before obtaining a surveyor in case something prevents his proposed split from occurring – he doesn't want to waste money on a survey.

- Wipf: Awaiting perc test results and groundwater cut. We have received reports on possible flooding issues and high groundwater concerns. We are also working with the Engineering Department for clarification on the name of the road southwest of the parcel being split.
6. The Land Planner discussed a bit of the history of planning and zoning in the county that has been revealed through study of the commissioners' journals. While it is too early to form a complete picture, it is apparent that several development regulations and/or zoning type regulations were adopted for certain portions of the county similar to the Shell Valley Zoning Regulation in the late 70s. It is unclear what occurred in the decades that followed as far as the use of those regulations, with the exception of the Shell Valley Zoning Regulation which was recently repealed. The Land Planner hopes to have a more complete picture of the history of development regulations in the county to present at a future meeting. The goal is to plan for clearer development regulations moving forward.
 7. The Land Planner explained that the Board recently decided not to allow permitting for septic systems within town limits unless a written agreement was in place between a town and the county. This decision was made following discussion about known municipal subdivision developments that have occurred or are planned in the Town of Greybull. Recent or soon-to-be annexed parcels are being split with no intention of running sewer lines to the new parcels. The commissioners do not feel it is in the county's best interests to be permitting septic systems in these cases. Each municipality received a letter indicating the county's position on septic permitting within town limits.
 8. The next meeting will be held on January 25, 2018, during which the schedule for the new year will be set and voting on Chair, Vice Chair and Secretary will occur.
 9. Motion to adjourn by Cliff Alexander at 2:18pm. 2nd by John Fuller. All in favor. Motion passed.

Respectfully submitted;


Chairman


Secretary